

RECOMMENDED PROPOSED BUDGET

for the

FISCAL YEAR ENDING JUNE 30, 2024



Recommended by County Administrative Office

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161	Sheriff - CalOES #2019-0035
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435	Utilities
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663	Social Services - Public Assistance Programs
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677	Public Guardian/Public Administrator
683	Veterans Service Officer
689	Community Action Partnership
693	Homelessness

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699	Library
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721	Microwave Radio Services

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295	Agricultural Commissioner/Weights & Measures
343	Animal Services
445	Assessor
453	Assessor GIS Layer Redraw
437	Auditor-Controller
583	Behavioral Health Services
365	Board of Supervisors
317	Building and Fire Safety
423	Building Maintenance
421	Building Operations
1	Child Support Services
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19	D.A.-Citizens Option for Public Safety
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353	Trial Court Operations
435	Utilities
683	Veterans Service Officer



COUNTY OF MADERA

ADMINISTRATIVE MANAGEMENT

200 WEST 4TH STREET, SUITE 4200, MADERA, CALIFORNIA 93637-3548
 (559) 675-7703 / FAX (559) 675-7950 / TDD TELEPHONE (559) 675-8970

June 12, 2023

HONORABLE BOARD OF SUPERVISORS COUNTY OF MADERA

In accordance with the requirements of State Law and Madera County Code Section 2.24.030C, I hereby submit my recommendations for the Fiscal Year 2023-24 Proposed Budget. The proposed county operating budget of \$494,333,777 reflects a net increase of \$26,400,769 over the current fiscal year across all operating funds. These are summarized below.

COUNTY BUDGET APPROPRIATIONS SUMMARY (EXCLUDES SPECIAL DISTRICTS)

<u>Fund Name</u>	<u>Actual Expenditures 2021-22</u>	<u>Board Adopted 2022-23</u>	<u>Department Request 2023-24</u>	<u>CAO Recommended 2023-24</u>	<u>Change from 2022-23 to 2023-24</u>
General Fund	\$301,155,177	\$375,903,531	\$417,571,155	\$409,590,448	\$33,686,918
Fish and Game Fines	1,500	5,000	5,000	5,000	0
Refuse Disposal	11,087,671	12,346,008	14,305,433	14,305,433	1,959,425
Flood Control	1,282,322	578,881	601,907	601,907	23,026
AB 109, Probation CCPIA, CESF	8,006,953	8,103,727	11,458,699	11,458,699	3,354,972
Road Fund and Transit	35,228,850	61,276,414	51,514,153	51,514,153	(\$9,762,261)
Other	4,692,677	9,719,448	6,858,137	6,858,137	(\$2,861,311)
GRAND TOTAL BUDGET REQUIREMENTS	<u>\$361,455,149</u>	<u>\$467,933,009</u>	<u>\$502,314,484</u>	<u>\$494,333,777</u>	<u>\$26,400,769</u>

GENERAL FUND FINANCIAL OUTLOOK

The County is facing a significant challenge given the current climate consisting of high inflation and extreme labor market competitiveness. Despite discretionary revenue sources recovering to a healthy pre-pandemic level of growth, the General Fund continues to face significant budgetary deficit challenges. Discretionary Revenues, which funds Net County Cost (NCC), is estimated to grow to \$97,027,687 in FY 2023-24, an increase of \$9 Million or 10% over the current year estimated revenues. However, inflation of services and supplies, which are critical to county operations, population-driven service demand increases and salary adjustments to remain competitive continue to outpace this revenue growth. Because of these factors, maintaining high standards of service in the face of a growing population will result in chronic budgetary deficits for the General Fund, as shown in Table 1. These deficits can only be bridged with very limited one-time funding unless meaningful measures are taken to reduce service levels to manageable levels through staff attrition or additional revenue sources are pursued to justify current service standards.

For FY 2023-24, departments collectively requested an increase of 71 positions to keep up with the service demand growth for the budget year. A total of 17 of these requests were proposed to be funded with discretionary revenues. The FY 2023-24 CAO Recommended Budget does not include funding for these 17 positions. In addition, due to the significant budgetary deficit, the CAO Recommended Budget also sets a budgetary reduction goal, the value of which is roughly equivalent to 20 full time equivalent (FTE) positions. If this necessary reduction target is met, it will bring staffing levels for the impacted departments to between FY 2021-22 and FY 2022-23 funded staffing levels. These budgetary reduction targets will not result in any layoffs. It is recommended that these reductions be achieved over the next twelve months through the unfunding of positions that become vacant through staff attrition. It is staff's hope that this approach will provide department heads flexibility in absorbing the proposed reductions strategically and managing, to the extent possible, the service level impacts to the community.

Despite the proposed reduction measures, the FY 2023-24 CAO Recommended Budget spending levels will still result in the use \$8.8 Million of the General Fund balance, which is not sustainable beyond the budget year and will reduce the fund balance to levels below the County's minimum fund balance policy. Staff will closely monitor progress each month and, if necessary, implement additional measures, which could include further reducing target staffing levels of the impacted departments to FY 2021-22 levels. The recommended use of the County's fund balance reserve will allow the County to achieve the reduction targets through attrition and allow county operations to reach sustainable levels without the need to resort to layoffs or other disruptive cost reduction measures.

Table 1: County General Fund Outlook

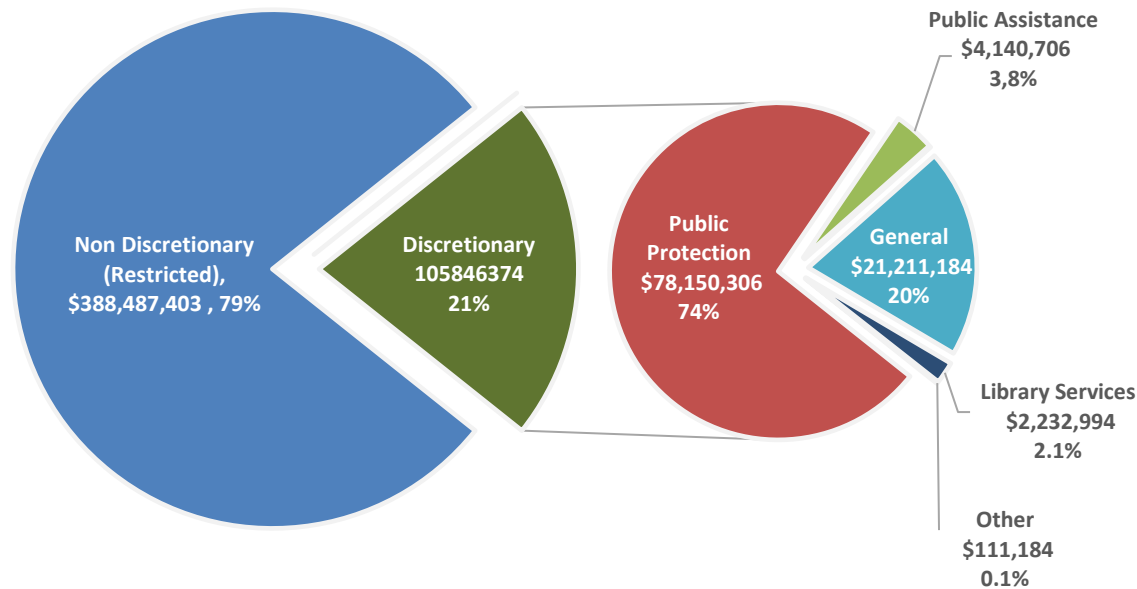
ROW		Final FY 2020-21	Final FY 2021-22	Projected Year End FY 2022-23	CAO Recommended FY 2023-24	Estimated Flat FY 2024-25
	<u>GENERAL FUND NET COUNTY COST:</u>					
1	Appropriations / Actual Expenditures	276,185,427	301,508,274	338,881,781	409,590,448	409,590,448
2	Revenues / Actual Revenues	203,972,071	210,089,561	242,215,327	303,744,074	303,744,074
3	Net County Cost (NCC)	72,213,356	91,418,713	96,666,454	105,846,374	105,846,374
	<u>STRUCTURAL DEFICIT:</u>					
4	NCC	86,561,788	91,418,713	96,666,454	105,846,374	105,846,374
6	One-time Development-Related Revenue	(3,346,587)	0	0	0	0
7	CARES & ARPA Revenue Offsetting GF	(6,968,063)	0	0	0	0
8	Estimated Salary/Budgetary Savings (All Line Items)	(4,033,783)	(1,833,957)	(1,833,957)	0	0
9	Projected Year End NCC (Actual for FY 2020-21)	72,213,356	89,584,756	94,832,497	105,846,374	105,846,374
10	Remove One-time Devt. Related Revenue	3,346,587	0	0	0	0
11	Impact of Eliminating CARES/ARPA Revenue	6,968,063	0	0	0	0
12	Operating NCC Requirement (Sum of Row 9 to 11)	82,528,006	89,584,756	94,832,497	105,846,374	105,846,374
13	Discretionary Revenue (Funds NCC)	80,639,147	88,956,718	92,760,985	97,027,687	99,910,000
14	Structural Operating Deficit (Row 13 minus 12)	(1,888,859)	(628,038)	(2,071,512)	(8,818,687)	(5,936,374)
	<u>FUND BALANCE/GENERAL FUND SOLVENCY:</u>					
15	Year End General Fund (Deficit) or Surplus (Row 13 minus 9)	8,425,792	(628,038)	(2,071,512)	(8,818,687)	(5,936,374)
16	Beginning Fund Balance	7,422,824	15,848,616	15,220,578	13,149,066	4,330,379
17	Projected (Deficit) or Surplus	8,425,792	(628,038)	(2,071,512)	(8,818,687)	(5,936,374)
18	Projected Ending Fund Balance	15,848,616	15,220,578	13,149,066	4,330,379	(1,605,996)

COMMENTS ON THE 2023-24 RECOMMENDED BUDGET

Public Safety is a Priority

Public safety departments, which include the Sheriff’s Office, District Attorney, Probation and the Fire Department, will be the most impacted by the proposed budgetary reduction targets as their funding mainly rely on discretionary revenues. Independent of current challenges, however, it is important to note that the Board has consistently demonstrated its commitment to prioritize public safety service levels when it comes to allocating limited funding. Figure 1 below shows that the proportion of discretionary revenues allocated to public safety in the FY 2023-24 CAO Recommended Budget is 74%. This is up slightly from 73% in the FY 2022-23 Budget and up significantly from FY 2017-18 when 65% of discretionary revenues were allocated to public safety.

Figure 1: Discretionary vs Non-Discretionary Funds



The commitment to maintain or improve public safety service levels is also reflected in the funded positions over the past 14 years. Table 2 on the next page shows county population growth and funded positions by functional area beginning FY 2009-10, which reflects the peak staffing before the drastic budgetary cuts of FY 2010-11. Table 2 also calculates the number of constituents for each funded position, over the same period, as a measure of service level. While this is not a perfect measure, it is important to note that out of the three functions that are funded with discretionary funding, the public safety function has improved through FY 2022-23 when compared to service levels prior to the drastic budget cuts of FY 2010-11. In addition, the FY 2023-24 CAO Recommended targeted budget reductions, while not insignificant, will aim to reduce public safety service levels (constituent to staff ratio) to the level it was prior to the FY 2010-11 cuts.

County Service Departments Cannot Sustain Additional Cuts

County Service Departments, which include the Ag Commissioner, Assessor, Auditor-Controller, Clerk-Elections, Library, Treasurer-Tax Collector, and Veteran's Services, are also funded primarily with discretionary revenues. Although the FY 2023-24 CAO Recommended Budget reflects a net increase of one position from the current year level, this is due to three new fee revenue funded positions proposed to be added by the Treasurer-Tax Collector and Ag-Commissioner's Office. The positions do not contribute to the deficit and is aimed to handle the workload the specific fee revenue is meant to offset. Without these three position additions, total positions for this function reflects a net reduction of two positions below the FY 2022-23 staffing level. Additional budget reductions for this function are also not recommended at this time as the service levels for this function have remained well below the FY 2009-10 levels, as shown on Table 2 (constituent to staff ratio). Staffing levels also remain well below of FY 2009-10 figures.

Health & Human Services (Subvented) and Central Services Departments

Health & Human Services and Subvented Departments are comprised of the Departments of Public Health, Behavioral Health, Social Services and Child Support Services. All funding for the subvented departments come from state or federal funding sources. The only exception to this is the statutory local match for Social Services, which represents 3.8% of discretionary revenues. Central Service Departments, which include Human Resources (HR), Information Technology (IT), and General Services, are primarily funded with state and federal subvented funding through the countywide cost allocation plan. Staffing and service level improvements for this function are largely related to HR and IT staffing additions to meet the needs of service departments and address cybersecurity threats. General Services is the only central service department to have staffing levels that are still below the FY 2009-10 funded positions despite the significant addition of new county-maintained facilities over the past 14 years, which has had a sustained negative impact on service response times to other departments.

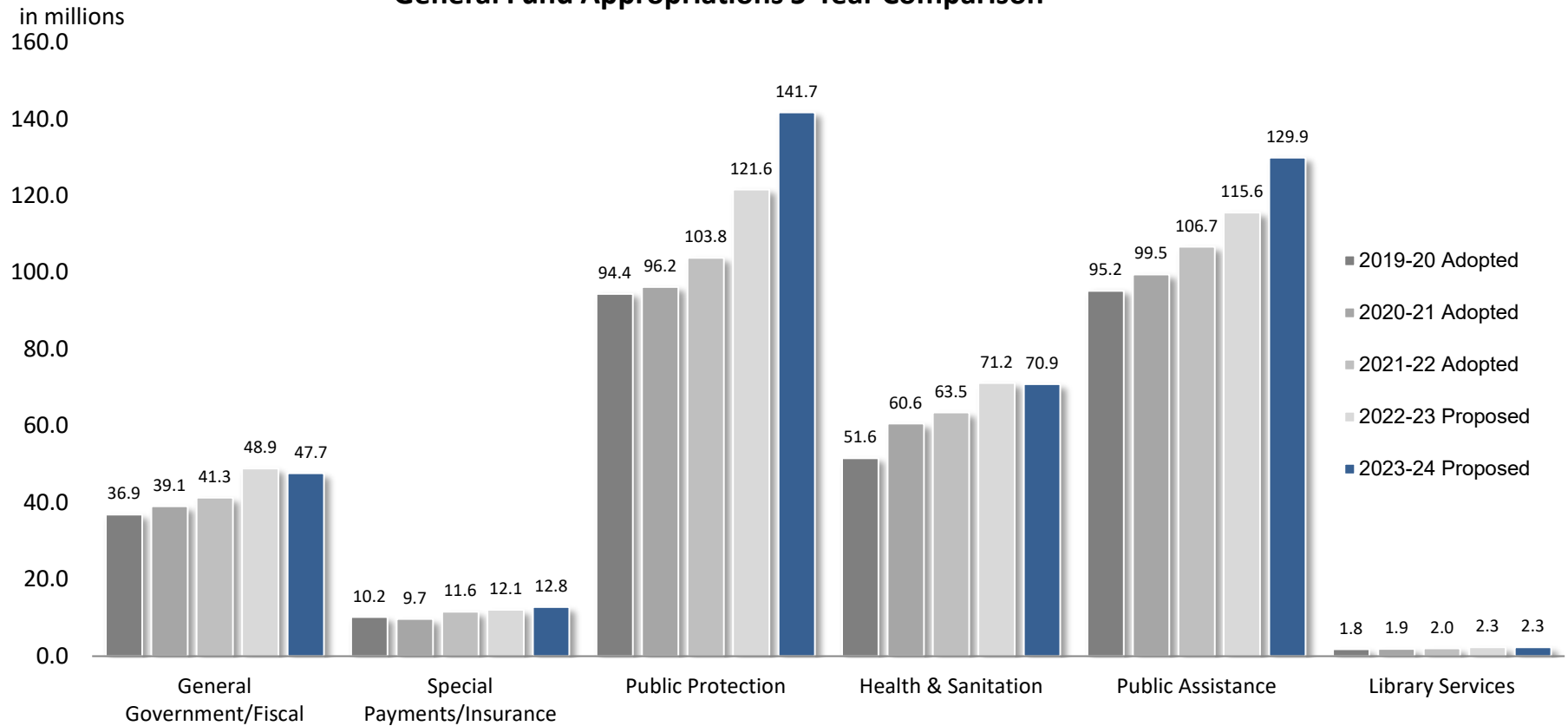
Table 2: Constituents per Funded Position

Function	Prior to Recession 2009-10	FY 2010-11	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Dept. Request 2023-24	CAO Recomm. 2023-24
Population/Constituents	150,865	151,685	156,373	156,717	157,576	160,119	161,066	162,729	164,176	164,176
Countywide Funded Positions	1,466	1,326	1,380	1,407	1,436	1,489	1,586	1,676	1,747	1,710
Administrative (Discretionary)										
Funded Positions	32	25	23	24	27	26	27	28	26	26
<i>Constituents per Funded Position</i>	4,715	6,067	6,799	6,530	5,836	6,158	5,965	5,812	6,314	6,314
Central Services (Partially Subvented)										
Funded Positions	67	56	59	64	65	66	75	77	82	82
<i>Constituents per Funded Position</i>	2,252	2,709	2,650	2,449	2,424	2,426	2,148	2,113	2,002	2,002
Public Infrastructure & Development (Partially Subvented)										
Funded Positions	176	164	163	168	173	184	198	207	212	212
<i>Constituents per Funded Position</i>	860	928	959	936	913	873	813	786	774	774
Public Safety Services (Discretionary)										
Funded Positions	431	372	405	408	425	442	456	488	501	468
<i>Constituents per Funded Position</i>	350	408	386	385	371	362	354	333	328	351
County Services (Discretionary)										
Funded Positions	137	109	114	120	120	122	121	128	132	129
<i>Constituents per Funded Position</i>	1,101	1,388	1,378	1,309	1,313	1,311	1,331	1,269	1,244	1,273
Health & Human Services (Subvented)										
Funded Positions	623	600	617	624	626	649	709	749	792	792
<i>Constituents per Funded Position</i>	242	253	254	251	252	247	227	217	207	207

Overview of Proposed FY 2023-24 Appropriations

The following section provides an overview of the proposed appropriations for the Fiscal Year 2023-24 Budget. This budget continues your Board’s focus on prioritizing public safety, which is reflected in the five-year trend of public protection appropriations below.

General Fund Appropriations 5-Year Comparison



Overview of Proposed FY 2023-24 Appropriations (continued)

The 2023-24 CAO Recommended Budget is an overall increase of \$34.3 Million over the 2022-23 Fiscal Year. The following is a brief recap of General Fund functions and other points of interest:

- The General Government category reflects a net decrease of \$1.2 Million over Fiscal Year 2022-23 due primarily to the termination of the Public Works Projects Revolving Fund. This Fund was established in FY 2022-23 to cashflow public works projects that have fully executed 3rd party grant reimbursement funding. The revolving fund made a total of \$1 Million in cashflow loans in FY 2022-23. The project is being ended because of the current budgetary issues that are impacting General Fund balance.
- The Public Protection category reflects an increase of \$20.1 Million over Fiscal Year 2022-23. This increase includes services to address groundwater sustainability efforts (\$10 Million), salary and benefit cost increases for all public safety operations (\$5.5 Million), Fork Fire debris removal project (\$1.4 Million), jail medical services agreement (\$1.6 Million), and CED positions and services to address building activity.
- The Health category reflects a net decrease of \$219,486 from Fiscal Year 2022-23. This includes a \$2.8 Million increase in Behavioral Health due to the addition of 20 new positions and a \$3 Million decrease in Public Health primarily due to the end of pandemic era extra help staffing costs.
- The Public Assistance category reflects an increase of \$14.2 Million over Fiscal Year 2022-23. The increase in this category is primarily due to the addition of 15 new positions for the Department of Social Services (\$2.5 Million) and an increase in the projected cost of public assistance payments for the budget year (\$9.2 Million).
- The Library Services category (Library) reflects a net increase of \$26,407 over Fiscal Year 2022-23 and reflects the increase of staff benefit costs.
- The preliminary General Fund Balance for the period ending June 30, 2023, is \$13,149,066. The Auditor's Office is scheduled to complete the final June 2023 Fund Balance calculation in the fall after the close-out of the 2022-23 Fiscal Year. As illustrated in Table 1, use of fund balance is needed to offset the operating revenue deficit in the current year.

COMMENTS ON BUDGET HEARINGS

Despite the challenging fiscal situation, every effort was made to ensure that public safety operational needs are met, to the extent available revenues allow, as that has always been the priority of the Board and the community. However, given the limited discretionary revenues and the necessity to eliminate the operating deficit over the next twelve months, the recommended budgetary reductions in public safety and other discretionary revenue funded operations remain the only viable option.

The Government Code provides that estimates submitted by an official or person shall not be addressed or reduced until they have had a hearing before your Board sometime during or prior to the Final Budget Hearings. In addition, your Board (1) must hear any taxpayer, during consideration of the Final Budget, regarding the increase, decrease, or omission of any item in the Proposed Budget, or for the inclusion of additional items; (2) may add any items at the Final Budget Hearings for which a written request is filed; and (3) may delete any items at the Final Budget Hearings.

Therefore, it is recommended that your Board:

1. Instruct the County Administrative Officer to review the budget accounts approved in the Recommended Budget and submit recommendations for adjustments to be considered at the Final Budget Public Hearings.
2. Set MONDAY, June 12, 2023, as the date Final Budget Public Hearings to begin.
3. Instruct the County Administrative Officer to schedule specific items to be heard during Final Budget deliberations for persons indicating a desire to be heard regarding the Budget.

Respectfully submitted,



Jay Varney
County Administrative Officer

FY 2023-24 Funded Position Totals & History

Department/Function	Prior to Recession 2009-10	FY 2010-11	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Dept. Request 2023-24	CAO Recomm. 2023-24
<u>ADMINISTRATIVE/BOARD OF SUPERVISORS</u>										
Administration	16.0	10.0	10.0	10.0	13.0	12.0	13.0	14.0	12.0	12.0
Board of Supervisors	16.0	15.0	13.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0
Total	32.0	25.0	23.0	24.0	27.0	26.0	27.0	28.0	26.0	26.0
<u>CENTRAL SERVICES</u>										
County Counsel (Contracted)	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
General Services	32.0	26.0	22.0	23.0	23.0	25.0	28.0	30.0	30.0	30.0
Human Resources	11.0	9.0	11.0	11.0	12.0	12.0	18.0	18.0	18.0	18.0
Information Technology	23.0	20.0	25.0	29.0	29.0	28.0	28.0	28.0	33.0	33.0
Total	67.0	56.0	59.0	64.0	65.0	66.0	75.0	77.0	82.0	82.0
<u>PUBLIC INFRASTRUCTURE & DEVELOPMENT</u>										
Community & Economic Dev.	49.5	37.5	42.0	43.5	43.5	47.5	55.0	59.0	62.0	62.0
Public Works	126.0	126.0	120.0	121.0	126.0	128.0	132.0	137.0	137.0	137.0
Water & Natural Resources	-	-	1.0	3.0	3.0	8.0	11.0	11.0	13.0	13.0
Total	175.5	163.5	163.0	167.5	172.5	183.5	198.0	207.0	212.0	212.0
<u>PUBLIC SAFETY SERVICES</u>										
Animal Services	17.0	13.0	12.0	12.0	12.0	12.0	13.0	20.0	20.0	16.0
District Attorney	38.1	34.0	37.0	39.0	41.0	47.0	49.0	52.0	52.0	47.0
Fire Department Support Staff	6.0	5.0	4.0	5.0	5.0	5.0	6.0	6.0	6.0	6.0
Probation	118.3	100.5	119.0	118.5	118.0	118.0	118.5	129.0	133.0	129.0
Sheriff-Coroner	131.0	112.0	119.0	119.0	135.0	145.0	149.0	160.0	167.0	151.0
Sheriff-Jail	121.0	107.0	114.0	114.0	114.0	115.0	120.0	121.0	123.0	119.0
Total	431.3	371.5	405.0	407.5	425.0	442.0	455.5	488.0	501.0	468.0

FY 2023-24 Funded Position Totals & History

Department/Function	Prior to Recession 2009-10	FY 2010-11	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Dept. Request 2023-24	CAO Recomm. 2023-24
<i>COUNTY SERVICES</i>										
Ag Commissioner	19.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	16.0	16.0
Assessor	38.0	32.0	27.0	27.0	26.0	26.0	24.0	24.0	24.0	22.0
Auditor-Controller	29.0	22.0	19.8	19.8	20.0	20.0	21.0	22.0	23.0	22.0
Clerk-Elections	18.0	14.0	15.0	16.0	17.0	18.0	18.0	20.0	20.0	20.0
Library	22.0	15.3	23.0	24.0	24.0	24.0	24.0	24.0	24.0	24.0
Treasurer-Tax Collector	9.0	9.0	11.0	15.0	16.0	16.1	15.0	19.2	21.0	21.0
Veterans Services	2.0	2.0	2.8	3.0	2.0	3.0	4.0	4.0	4.0	4.0
Total	137.0	109.3	113.5	119.8	120.0	122.1	121.0	128.2	132.0	129.0
<i>HEALTH & HUMAN SERVICES/SUBVENTED</i>										
Behavioral Health	142.8	122.0	140.5	143.0	150.0	165.0	174.0	195.0	215.0	215.0
CAPMC	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Child Support Services	54.5	54.5	34.0	35.0	35.0	35.0	36.0	37.0	40.0	40.0
Public Health	107.7	107.8	108.0	106.5	101.5	107.5	124.0	135.0	140.0	140.0
Social Services	317.0	315.0	333.0	338.5	338.5	340.5	374.0	381.0	396.0	396.0
Total	623.0	600.3	616.5	624.0	626.0	649.0	709.0	749.0	792.0	792.0
Grand Total Countywide	1,465.8	1,325.6	1,380.0	1,406.8	1,435.5	1,488.6	1,585.5	1,677.2	1,745.0	1,709.0

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2023-24**

Budget Units (Grouped By Units)	Actual Expenditures 2021-22	Board of Supervisors Adopted Appropriations 2022-23	Department Request 2023-24	CAO Recommendation 2023-24	Increase (Decrease) 22-23/23-24
<u>GENERAL</u>					
LEGISLATIVE & ADMINISTRATIVE:					
00100 Board of Supervisors	1,970,104	2,128,040	2,299,322	2,299,322	171,282
00210 Administrative Management / Purchasing	1,126,260	1,131,089	1,193,605	1,193,605	62,516
TOTAL LEGISLATIVE & ADMINISTRATIVE	3,096,364	3,259,129	3,492,927	3,492,927	233,798
FINANCE:					
00310 Auditor-Controller	2,422,029	2,830,476	3,015,454	3,015,454	184,978
00400 Assessor	2,500,279	2,798,101	2,869,258	2,869,258	71,157
00411 Assessor - GIS Layer Redraw	524,203	334,000	105,000	105,000	(229,000)
00510 Tax Collector	914,636	1,302,184	1,502,029	1,502,029	199,845
00520 Treasurer	942,110	1,325,311	1,664,982	1,664,982	339,671
TOTAL FINANCE	7,303,257	8,590,072	9,156,723	9,156,723	566,651
PROPERTY MANAGEMENT:					
01300 Public Works	3,746,283	6,115,042	5,718,122	5,698,539	(416,503)
01340 PW - Special Districts Services	3,250,753	3,977,492	3,770,708	3,715,052	(262,440)
01311 General Services	550,626	618,525	646,597	646,597	28,072
01320 Bldg. Operations	539,931	648,129	703,541	703,541	55,412
01330 Bldg. Maintenance	1,580,589	1,908,052	1,874,355	1,874,355	(33,697)
01360 Grounds Maintenance	563,462	786,320	907,357	907,357	121,037
01700 Utilities	757,583	1,006,805	1,039,824	1,039,824	33,019
TOTAL PROPERTY MANAGEMENT	10,989,227	15,060,365	14,660,504	14,585,265	(475,100)
OTHER GENERAL:					
00230 Insurance	4,947,532	5,868,872	6,474,082	6,474,082	605,210
00700 County Counsel	1,701,550	1,780,000	1,950,000	1,950,000	170,000
03330 Elections	1,534,066	1,482,326	1,606,680	1,606,680	124,354
03300 County Clerk-Recorder	1,246,162	1,475,614	1,497,955	1,497,955	22,341
02120 Mailroom Services	403,539	412,513	455,875	455,875	43,362
02150 311 Customer Service Center	295,919	338,470	349,256	349,256	10,786

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2023-24**

Budget Units (Grouped By Units)	Actual Expenditures 2021-22	Board of Supervisors Adopted Appropriations 2022-23	Department Request 2023-24	CAO Recommendation 2023-24	Increase (Decrease) 22-23/23-24
00800 Human Resources	2,375,457	2,557,211	2,596,640	2,596,640	39,429
00830 Public Information Team	2,354	10,000	10,000	10,000	-
00240 Information Technology	6,082,835	7,095,188	7,441,643	7,441,643	346,455
00242 Information Technology - ERP	402,523	446,968	420,018	420,018	(26,950)
00243 Information Technology - Information Security	1,465,269	2,449,469	3,189,736	3,189,736	740,267
00244 Information Technology - Communications-VOIP	628,618	928,214	917,746	917,746	(10,468)
00245 Public Works Revolving Fund	-	3,000,000	-	-	(3,000,000)
02200 Special Payments	6,434,857	6,235,928	6,446,002	6,339,795	103,867
TOTAL OTHER GENERAL	27,520,682	34,080,773	33,355,633	33,249,426	(831,347)
TOTAL GENERAL FUNCTION	48,909,529	60,990,339	60,665,787	60,484,341	(505,998)
<u>PUBLIC PROTECTION</u>					
JUDICIAL:					
03700 Child Support Services	3,358,443	4,510,163	4,617,535	4,617,535	107,372
03510 District Attorney	5,849,069	5,887,314	6,365,276	6,365,276	477,962
03530 District Attorney - COPS	168,242	155,221	165,669	165,669	10,448
03544 District Attorney - DUI Program	217,218	240,040	273,776	273,776	33,736
03545 District Attorney - Crime Prosecution Unit	295,479	329,333	402,176	402,176	72,843
03548 District Attorney - DA-FED Vert Pros	-	-	217,586	217,586	217,586
03550 District Attorney - Welfare Fraud	910,434	1,162,667	1,255,764	1,255,764	93,097
03570 District Attorney-County Victim Services	150,615	184,297	195,943	195,943	11,646
02300 Trial Court Operations (Gen Fund Contri.)	1,258,277	1,311,131	1,320,531	1,320,531	9,400
03400 Grand Jury	59,902	80,070	82,730	82,730	2,660
03600 Public Defender	3,822,748	3,951,584	4,072,847	4,072,847	121,263
TOTAL JUDICIAL	16,090,428	17,811,820	18,969,833	18,969,833	1,158,013
POLICE PROTECTION:					
04010 Sheriff-Coroner	18,528,215	18,789,532	23,379,115	20,475,578	1,686,046
04018 Sheriff-Mono Wind	105,476	700,000	-	-	(700,000)
04019 Sheriff-Tesoro Viejo	13,454	269,413	314,661	314,661	45,248
04023 Sheriff - EMPG Emergency Planning	517,337	702,964	796,544	757,943	54,979

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2023-24**

Budget Units (Grouped By Units)	Actual Expenditures 2021-22	Board of Supervisors Adopted Appropriations 2022-23	Department Request 2023-24	CAO Recommendation 2023-24	Increase (Decrease) 22-23/23-24
04030 Sheriff - Bass Lake Operations	954,481	1,205,877	1,323,617	1,205,900	23
04033 Sheriff - Canine Program	5,523	41,000	43,000	43,000	2,000
04034 Sheriff - Morgue Operations	776,508	1,096,061	1,434,310	1,219,040	122,979
04037 Sheriff - Explorer Program	-	10,000	10,000	10,000	-
04038 Sheriff - Search and Rescue	-	3,000	3,000	3,000	-
04041 Sheriff - Emergency Operations	1,084,181	600,000	600,000	600,000	-
04044 Sheriff - CalOES 2018-0054	-	211,629	-	-	(211,629)
04046 Sheriff - Fed-Cannibas Eradication	134,673	148,000	125,000	125,000	(23,000)
04047 Sheriff - Tobacco Fund Grant - Chawanakee	94,219	151,204	180,193	180,193	28,989
04048 Sheriff - Tobacco Fund Grant - Yosemite	129,576	141,083	154,424	154,424	13,341
04049 Sheriff - Tobacco Fund Grant - Golden Valley	94,804	161,732	153,532	153,532	(8,200)
04050 Sheriff - COPS (SLESF)	157,934	302,191	327,499	291,312	(10,879)
04051 Sheriff - Riverstone Development	15,120	655,657	932,006	932,006	276,349
04053 Sheriff - Tree Mortality	175,564	1,000,000	774,436	774,436	(225,564)
04054 Sheriff - Chukchansi Indian Casino	736,661	771,869	837,634	837,634	65,765
04059 Sheriff - Valley Children's Hospital	1,033,504	1,077,580	1,214,465	1,214,465	136,885
04062 Sheriff - Rural Crime Prevention Task Force	338,899	428,723	43,345	401,750	(26,973)
04064 Sheriff - Civil Division	698,353	1,007,855	1,403,299	1,313,781	305,926
04066 Sheriff - Off Highway	69,231	200,000	200,000	200,000	-
04070 Sheriff - Anti-Drug Program	258,659	300,516	327,449	296,101	(4,415)
04071 Sheriff - CAL-MMET	335,203	360,797	420,261	382,408	21,611
04072 Sheriff - JAG Grant	35,475	70,000	60,000	60,000	(10,000)
04074 Sheriff - Court Security	1,937,025	1,988,705	2,288,917	2,041,932	53,227
04076 Sheriff - JAG BSCC 601-19	203,006	273,425	223,753	223,753	(49,672)
04077 Sheriff - CALOES 2019-0035	45,905	84,604	84,604	84,604	-
04078 Sheriff - CALOES 2020-0095	24,580	214,077	214,077	214,077	-
04079 Sheriff - CALOES 2021-0081	-	230,538	205,958	205,958	(24,580)
04081 Sheriff - CALOES 2022-0043	-	-	225,137	225,137	225,137
04082 Sheriff - BSEE Equipment Grant	-	-	78,345	78,345	78,345
04090 Sheriff - OCJP NET Project	293,039	102,000	237,000	237,000	135,000
04091 Sheriff - COPS LEMHWA	33,507	96,824	58,790	58,790	(38,034)
04092 Sheriff - COPS-CPD	-	249,903	249,903	249,903	-
04093 Sheriff - SAMHSA MHAT	49,976	144,584	158,405	158,405	13,821
04094 Sheriff - Fork Fire Debris Removal	-	-	1,330,000	1,330,000	1,330,000
64320 Sheriff - Peace Officer Memorial Fund	-	1,025	1,025	1,025	-

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2023-24**

Budget Units (Grouped By Units)	Actual	Board of Supervisors Adopted	Department	CAO	Increase
	Expenditures	Appropriations	Request	Recommendation	(Decrease)
	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2023-24</u>	<u>22-23/23-24</u>
TOTAL POLICE PROTECTION	28,880,088	33,792,368	40,413,704	37,055,093	3,262,725
DETENTION & CORRECTION					
04610 Sheriff - Jail Division	19,664,853	20,168,583	26,505,188	23,240,436	3,071,853
04630 Jail-Citizens Options for Public Safety	74,608	75,000	75,000	75,000	-
04710 Probation	4,687,990	6,028,979	7,074,523	7,074,523	1,045,544
04714 Probation - CCP Planning	216,747	100,000	100,000	100,000	-
04720 Juvenile Hall	4,938,968	6,180,475	6,973,372	6,973,372	792,897
04785 Probation - Crime Prevention Act of 2000	537,256	725,552	730,200	808,700	83,148
04787 Probation - Youth Offender Block Grant	826,879	860,373	1,095,800	1,095,800	235,427
04793 Probation - CalOES PU Grant	-	87,264	11,000	11,000	(76,264)
04794 Probation - SB23 YPFG	1,272	167,529	-	-	(167,529)
04796 Probation - BJA Adult Drug Court	14,500	282,254	133,873	133,873	(148,381)
14370 Probation - CCPIA	1,564,699	1,171,352	1,479,800	1,479,800	308,448
14390 Probation - CESF COVID	97,426	55,000	-	-	(55,000)
14400 Probation - Pretrial	161,517	-	700,000	700,000	700,000
14420 Probation - SB823 Juv Justice	-	-	300,000	300,000	300,000
14430 Probation - Juvenile Facility Grant	-	-	1,143,399	1,143,399	1,143,399
61332 Probation - AB 109	6,183,311	6,877,375	7,835,500	7,835,500	958,125
TOTAL DETENTION & CORRECTION	38,970,028	42,779,736	54,157,655	50,971,403	8,191,667
FIRE PREVENTION:					
05000 Fire Prevention	8,515,843	9,456,573	11,043,121	9,799,224	342,651
05010 Fire-Chukchansi Indian Casino	1,054,165	2,103,334	2,322,716	2,322,716	219,382
05020 Fire-Riverstone	410,364	681,696	732,063	732,063	50,367
05030 Fire-Tesoro Viejo	868,411	1,312,808	1,567,989	1,567,989	255,181
TOTAL FIRE PREVENTION	10,848,783	13,554,411	15,665,889	14,421,992	867,581
PROTECTIVE INSPECTION:					
05410 Ag. Commissioner/Sealer of Wts. & Measures	938,017	2,550,477	2,655,588	2,655,588	105,111
01370 CED - Building and Fire Safety	3,281,831	4,898,742	4,619,885	4,619,885	(278,857)
TOTAL PROTECTIVE INSPECTION	4,219,848	7,449,219	7,275,473	7,275,473	(173,746)

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2023-24**

Budget Units (Grouped By Units)	Actual Expenditures 2021-22	Board of Supervisors Adopted Appropriations 2022-23	Department Request 2023-24	CAO Recommendation 2023-24	Increase (Decrease) 22-23/23-24
OTHER PROTECTION:					
05900 CED - Planning	2,945,333	4,531,970	4,784,543	4,784,543	252,573
05950 Water and Natural Resources	2,617,471	7,726,907	17,579,800	17,579,800	9,852,893
05951 WNR Drought	4,920	45,000	48,000	48,000	3,000
15010 Flood Control Fund	1,282,322	578,881	601,907	601,907	23,026
06100 Local Agency Formation Commission Contri	18,105	65,093	39,480	39,480	(25,613)
06000 Animal Services	1,432,721	1,851,675	1,902,563	1,902,563	50,888
06200 Predatory Animal Control	76,981	92,371	89,730	89,730	(2,641)
11200 Fish & Game Fines	1,500	5,000	5,000	5,000	-
TOTAL OTHER PROTECTION	8,379,353	14,896,897	25,051,023	25,051,023	10,154,126
TOTAL PUBLIC PROTECTION FUNCTION	107,388,528	130,284,451	161,533,577	153,744,817	23,460,366
<u>PUBLIC WAYS AND FACILITIES</u>					
PUBLIC WAYS:					
11800 PW - Roads & Bridges	23,042,724	38,232,539	35,601,006	35,601,006	(2,631,533)
11810 SB1 PW - Roads & Bridges	11,259,805	16,318,762	7,514,968	7,514,968	(8,803,794)
63860 PW - Road (Transit)	926,320	6,725,113	8,398,179	8,398,179	1,673,066
TOTAL PUBLIC WAYS	35,228,850	61,276,414	51,514,153	51,514,153	(9,762,261)
TOTAL PUBLIC WAYS & FACILITIES FUNCTION	35,228,850	61,276,414	51,514,153	51,514,153	(9,762,261)
<u>HEALTH & SANITATION</u>					
HEALTH:					
06910 Behavioral Health Services	26,348,711	41,223,600	44,011,825	44,011,825	2,788,225
06810 Public Health	24,937,900	27,353,218	24,305,764	24,295,263	(3,057,955)
07000 CED - Environmental Health	1,589,250	2,608,664	2,658,908	2,658,908	50,244
TOTAL HEALTH	52,875,862	71,185,482	70,976,497	70,965,996	(219,486)
SANITATION:					

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2023-24**

Budget Units (Grouped By Units)		Actual Expenditures 2021-22	Board of Supervisors Adopted Appropriations 2022-23	Department Request 2023-24	CAO Recommendation 2023-24	Increase (Decrease) 22-23/23-24
11100	PW - Refuse Liner Fund	11,087,671	12,346,008	14,305,433	14,305,433	1,959,425
	TOTAL SANITATION	11,087,671	12,346,008	14,305,433	14,305,433	1,959,425
	TOTAL HEALTH & SANITATION FUNCTION	63,963,533	83,531,490	85,281,930	85,271,429	1,739,940
	<u>PUBLIC ASSISTANCE</u>					
	ASSISTANCE SERVICES:					
07510	Department of Social Services	44,250,875	60,111,624	64,704,318	64,704,318	4,592,694
07513	DSS - Medi-Cal Navigator Project	176,232	-	305,146	305,146	305,146
07514	DSS - ATT Grant	-	101,555	203,110	203,110	101,555
	TOTAL ASSISTANCE SERVICES	44,427,107	60,213,179	65,212,574	65,212,574	4,999,395
	ASSISTANCE PAYMENTS:					
07530	Assistance Payments					
	Aid for CalWORKS	23,833,293	27,692,714	33,802,228	33,802,228	6,109,514
	Foster Care	8,859,035	10,848,146	10,387,242	10,387,242	(460,904)
	Aid for Adopted Children	5,042,916	5,669,496	6,579,034	6,579,034	909,538
	Cal-Learn	5,163	21,505	21,505	21,505	-
	GAIN Support Services (Welfare to Work)	203,562	600,000	600,000	600,000	-
	In-Home Supportive Service	5,314,388	5,677,797	6,027,797	6,027,797	350,000
	CalWORKS Child Care	834,439	1,054,864	2,404,628	2,404,628	1,349,764
	Kin Gap	983,719	1,318,573	1,979,776	1,979,776	661,203
	Cash Assistance Program for Immigrants	35,528	48,548	119,234	119,234	70,686
	Housing Assistance/Transitional Program	193,401	319,215	358,215	358,215	39,000
07520	General Relief Payments	321,009	763,998	903,969	903,969	139,971
	TOTAL ASSISTANCE PAYMENTS	45,626,453	54,014,856	63,183,628	63,183,628	9,168,772
	OTHER ASSISTANCE SERVICES:					
08020	Public Guardian	480,767	657,175	704,636	704,636	47,461
08010	Veterans Service	301,204	420,831	475,406	475,406	54,575
08200	Community Action Partnership	254,741	324,159	347,293	347,293	23,134

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2023-24**

Budget Units (Grouped By Units)	Actual Expenditures 2021-22	Board of Supervisors Adopted Appropriations 2022-23	Department Request 2023-24	CAO Recommendation 2023-24	Increase (Decrease) 22-23/23-24
13170 Homelessness HHAP-2 Grant	-	189,036	159,921	159,921	(29,115)
13171 Homelessness HHAP-1 Grant	177,595	239,821	-	-	(239,821)
13172 Homelessness HHAP-3 Grant	-	526,637	526,637	526,637	-
77070 IHSS Public Authority	292,886	418,184	565,265	565,265	147,081
TOTAL OTHER ASSISTANCE SERVICES	1,507,193	2,775,843	2,779,158	2,779,158	3,315
TOTAL PUBLIC ASSISTANCE FUNCTION	91,560,753	117,003,878	131,175,360	131,175,360	14,171,482
<u>LIBRARY SERVICES</u>					
09110 Library	1,948,057	2,331,837	2,358,244	2,358,244	26,407
TOTAL LIBRARY SERVICES FUNCTION	1,948,057	2,331,837	2,358,244	2,358,244	26,407
<u>OTHER</u>					
02210 H&SS Buildings	4,068,960	4,068,960	4,068,960	4,068,960	-
09200 Cooperative Extension Service	4,068,960	100,895	111,184	111,184	10,289
09900 Appropriations for Contingencies	95,783	-	-	-	-
10800 Fleet Services	3,874,160	7,894,864	4,433,439	4,433,439	(3,461,425)
11300 Microwave Radio	348,036	449,881	1,171,850	1,171,850	721,969
TOTAL OTHER FUNCTION	12,455,899	12,514,600	9,785,433	9,785,433	(2,729,167)
TOTAL COUNTY FINANCING REQUIREMENT	<u>361,455,149</u>	<u>467,933,009</u>	<u>502,314,484</u>	<u>494,333,777</u>	<u>26,400,769</u>

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2021-22</u>	<u>Board of Supervisors Approved Revenues 2022-23</u>	<u>10-Month Actual Unaudited Revenues 2022-23</u>	<u>CAO Recommended 2023-24</u>
<u>TAXES</u>				
610100 Property Taxes - Current Secured	23,916,897	24,902,435	24,401,607	25,774,020
610102 Property Taxes - Current Secured RDA SA Other Dist	641,610	645,965	615,606	668,574
610200 Property Taxes - Current Unsecured	792,142	846,916	738,583	897,731
610300 Property Taxes - Prior Secured	(401)	-	-	-
610400 Property Taxes - Prior Unsecured	25,731	-	-	-
610500 Property Taxes - Current Secured - VLF Swap	22,951,975	23,640,534	24,520,197	25,991,409
610600 Property Taxes - Supplemental Current	819,074	662,817	784,927	1,070,600
610700 Property Taxes - Supplemental Prior	1,185	-	-	-
610801 Sales & Use Tax	10,851,540	10,131,521	6,914,031	11,364,012
610900 Other Taxes	-	1,500,000	-	1,500,000
610901 Hotel and Motel	6,117,856	6,306,872	3,567,104	7,780,439
610902 Documentary Stamp	2,051,731	-	1,166,381	-
610903 Race Horse Tax	375	-	109	-
610904 Timber Yield Tax	1,184	792	16	792
610906 Aircraft	191,100	177,193	86,170	191,100
Total Taxes	68,361,997	68,815,045	62,794,729	75,238,677
<u>LICENSES, PERMITS AND FRANCHISES</u>				
620100 Animal Licenses	25,224	60,000	19,590	60,000
620200 Business Licenses	150,929	111,900	161,684	151,145
620300 Construction Permits	3,651,636	3,186,960	3,419,139	3,276,583
620500 Zoning Permits	107,654	147,604	94,032	176,025
620600 Franchises, Garbage, Utilities & Cable TV	2,865,117	2,626,177	3,046,714	2,817,409
620700 Other Licenses and Permits	59,591	538,000	74,673	475,720
620701 Boat Licenses	83,312	160,000	91,799	180,000
620704 Environmental Health Permits	1,577,043	2,265,000	1,414,006	2,316,908
620705 Burial Permits-Indigent	2,190	1,759	1,542	1,759
620706 Auto Theft Deterrent Fees (DUI)	143,008	-	106,817	-
620710 Grading Permits	59,620	55,000	40,810	45,000
620711 EH Permit Automation Fee	21,342	22,000	-	-
Total Licenses, Permits and Franchises	8,746,664	9,174,400	8,470,804	9,500,549

FINES, FORFEITURES AND PENALTIES

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	Actual Revenues 2021-22	Board of Supervisors Approved Revenues 2022-23	10-Month Actual Unaudited Revenues 2022-23	CAO Recommended 2023-24
630100 Vehicle Code Fines	344	61,602	96	71,000
630101 County Share of State Fines	76,879	-	81,057	-
630200 Other Court Fines	-	2,275,599	-	2,339,531
630204 Criminal Fines	563,632	-	401,204	-
630221 PC 1463.14 Drug Analysis Fine	629	-	679	-
630222 State-County Share of Penalty PC 1464	156,178	-	152,721	-
630223 PC 1203.4 Change Plea	4,592	-	-	-
630224	10	-	-	-
630225 AG - Admin Penalties	10,750	2,000	500	7,500
630227 RMA Code Enforcement Fines/Fees	793,923	-	540,939	-
630231 Juvenile Record Seal W&I 781	120	-	-	-
630300 Forfeitures & Penalties	-	11,000	-	11,000
630306 Restitution Fine Rebate 10%	21,226	25,000	13,736	25,000
630307 Other Fines	26,981	25,000	49,694	25,000
630401 Cost of Tax Collection	129,438	98,500	68,900	125,000
630402 County Redemption Fees	13,110	20,675	16,825	25,675
630403 Penalties & Interest on Taxes	203,954	228,724	15,914	228,724
Total Fines, Forfeitures and Penalties	2,001,767	2,748,100	1,342,265	2,858,430
<u>REVENUE FROM USE OF MONEY & PROPERTY</u>				
640101 Interest	84,727	2,600	129,048	2,600
640102 Interest on Loan	10,232	-	-	-
640103 Interest on Property Tax Collection	(198,836)	-	-	-
640300 Rents and Concessions	2,075	3,052	2,901	3,052
640302 Bldg/Improvement Rentals	20,126	18,126	20,126	18,126
640400 Royalties-FMC	-	500	-	500
Total Revenue from Use of Money & Property	(81,675)	24,278	152,075	24,278
<u>INTERGOVERNMENTAL REVENUES</u>				
State				
650302 Motor Vehicle In-Lieu Tax 1984	153,310	-	134,847	-
650500 ST- Other In-Lieu	4,353	-	-	-
650800 State Admin Public Assistance	-	11,972,831	-	13,551,375
650804 CalWORKS Admin TANF	540,884	-	598,292	-
650810 Social Services Admin	6,497,972	-	3,905,048	-

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

Budget Classification	Actual Revenues 2021-22	Board of Supervisors Approved Revenues 2022-23	10-Month Actual Unaudited Revenues 2022-23	CAO Recommended 2023-24
650811 Welfare to Work Admin-Assistance	2,349,180	-	489,982	-
650900 State Public Assistance Programs	-	26,957,271	-	30,789,072
650901 CalWORKS (AFDC)	21,703,040	-	20,237,247	-
650902 Adopted Children	69,574	-	119,640	-
650905 Foster Care	1,569,602	-	1,475,785	-
650907 Foster Care-Emergency Assistance	123,821	-	12,919	-
650908 ST - FOOD STAMP WKFARE	57,287	-	53,041	-
650910 Public Assistance - Realignment	9,334,649	4,688,177	7,264,111	4,688,177
650914 St. Cal Learn	660	-	390	-
650915 CalWorks Child Care	52,465	-	671,462	-
650916 Kin Gap	513,762	-	289,445	-
650917 Cash Assist for Immigrants	33,824	-	36,819	-
651100 State - CA Children Services	-	1,107,840	-	979,172
651101 Health - Admin. - California Children Services	34,933	-	18,010	-
651102 Health - Therapy - California Children Services	212,039	-	214,410	-
651103 Health - Realignment - California Children Services	250,000	-	-	-
651105 Health - Medi-Cal-California Children Services	476,703	-	372,000	-
651106 Health - Healthy Families	22,860	-	18,480	-
651300 St - Mental Health	51,000	51,000	7,538,721	51,000
651301 Behavioral Health - Small Counties Emergency Grant	125,786	243,900	73,016	128,350
651306 Behavioral Health - Realignment	1,466,059	4,357,715	(38,250)	4,653,540
651320 Behavioral Health - Other Revenue	-	1,849,126	392,000	1,169,250
651326 Behavioral Health - Service Act (Prop 63)	14,894,715	16,340,000	(7,271,083)	18,818,721
651400 Health - TB Control	3,046	-	1,938	-
652100 State - Other Health Programs	-	-	688,107	11,307,658
652110 Health - Tobacco Education	66,813	-	268,101	-
652111 Health - Child Health and Disability Program-Admin.	106,994	-	94,800	-
652112 Health - Foster Care	64,329	-	60,060	-
652113 Health - Realignment	9,035,049	-	(16,959)	-
652120 Health - Adolescent Family Life Program	869,476	-	494,937	-
652126 Health - Aids Surveillance	29,759	-	7,567	-
652130 Health - Child Lead Poisoning Prevention	147,439	-	72,386	-
652151 Health - CMSP Wellness Grant	46,979	-	431,774	-
652199 Health - Other	355,103	-	259,182	-
652200 State - Agriculture	-	1,210,849	750	1,288,000
652201 Agricultural Administration	385,503	-	10,743	-
652203 Agriculture-Pesticide	666,240	-	-	-
652204 Agricultural G-W Sharpshooter	94,080	-	106,700	-

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

Budget Classification	Actual Revenues 2021-22	Board of Supervisors Approved Revenues 2022-23	10-Month Actual Unaudited Revenues 2022-23	CAO Recommended 2023-24
652503 State-Prison Crime Reimbursement - DA	285,998	469,333	273,323	542,176
652505 Public Asst. - Crim Justice Sys - Realignment	750,000	750,000	582,940	750,000
652507 Probation TANF (Juvenile Probation Camp Funds)	-	-	-	728,000
652700 Disaster Relief	-	1,000,000	-	774,436
652800 Veterans Affairs	71,774	75,000	49,306	85,000
652900 Homeowners' Property Tax Relief	197,368	203,392	98,170	203,392
654000 State Other	561,524	10,957,138	721,313	3,605,733
654007 Correctional Training-SB 924	90,735	60,000	118,817	70,000
654010 Child Support IV D Incentive	1,242,835	-	820,582	-
654022 State Mandated Costs	76,669	61	-	61
654025 Sales Tax (Public Safety)	12,664,920	12,394,504	8,490,424	13,168,936
654026 State-POST Reimbursement	37,744	11,000	25,972	11,000
654027 State Reimburse Election Costs	1,432	-	2,686	-
654028 State-Financial Assistance	162,000	162,000	162,000	162,000
654064 State Off Hwy Vehicle	138,206	200,000	24,113	200,000
654079 State - Waste Tire Enforcement	8,997	-	-	-
654501 St. Water Grant	443,808	5,151,000	548,301	14,976,000
654511 State-Abandoned Vehicle Fee	45,832	-	21,608	-
654535 State Grant Revenue	898,999	471,663	183,000	532,962
				-
Federal				-
655000 Fed. Admin Public Assistance	-	57,438,389	-	65,831,844
655006 Social Services - Administration	19,641,299	-	10,210,403	508,256
655007 CalWorks Administration	2,500,361	-	1,947,215	-
655009 Welfare to Work Administration-Assistance	5,384,165	-	1,736,138	-
655101 CalWorks (AFDC)	1,361,993	-	796,658	-
655102 Foster Care	1,851,465	-	1,273,739	-
655103 Foster Care Emergency Assistance	765,046	-	258,380	-
655104 Adopted Children	2,402,448	-	2,048,652	-
655106 Welfare to Work Gain	-	-	213,439	-
655110 Cal Learn	70,183	-	100,061	-
655111 CalWorks Child Care	399,151	-	-	-
655112 Kin Group	303,656	-	291,188	-
655200 Federal - Health	-	1,049,069	-	842,967
655202 CCS Medi-Cal Administration	582,749	-	495,765	-
655203 Health -Health Families	84,909	-	68,638	-
655206 Health CNEP	268,688	-	186,706	-
655207 Health AFLP	25,798	-	12,520	-

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

Budget Classification	Actual Revenues 2021-22	Board of Supervisors Approved Revenues 2022-23	10-Month Actual Unaudited Revenues 2022-23	CAO Recommended 2023-24
655209 Federal - Medi-Cal Admin/Targeted Case Management	-	35,000	-	80,000
655600 Grazing Fees	642	-	431	-
655800 In-Lieu Tax	1,302,451	1,300,314	623	1,300,314
656000 Federal - Mental Health Services	-	9,992,916	1,942,745	10,682,391
656001 Behavioral Health - Medi-Cal	1,079,901	-	-	-
656005 Behavioral Health - Alcohol/Drug/Perinatal	329,770	850,721	-	990,697
656006 Behavioral Health - McKinney-Path	-	545,313	97,842	545,313
656008 Behavioral Health - SAMHSA	172,639	39,136	370,319	39,136
657000 Federal Other	4,219,202	15,745,481	8,017,117	11,367,319
657001 Community Services	308,427	324,159	176,851	347,293
657003 IV D Child Support-Administration	2,027,783	-	1,298,228	-
657008 Health - Administration - MCH	936,667	-	686,058	-
657011 Health - WIC	1,649,613	-	2,314,167	-
657013 Child Care Food Program-Juvenile Hall	45,684	72,000	39,140	65,000
657016 Title IV E Probation Recovery	232,563	135,000	148,565	135,000
657023 Health Emergency Asst TB	3,445	-	2,855	-
657024 FEMA & OES Grant	64,640	-	134,607	-
657025 Health - AIDS Grant (Ryan White)	97,569	-	20,181	-
657036 Health - Immun Subv Proj	122,205	-	2,037,337	-
657037 MC Childhood Lead Poison	77,401	-	28,600	-
657043 Fed - Health Aids Grant	82,239	-	66,612	-
657044 Health - Targeted Case Management	568,700	-	321,740	-
657081 Justice Assistance Grant	-	70,000	34,091	60,000
657090 Health - Bio Preparedness	229,181	-	126,252	-
657091 Health - HRSA	330,721	-	95,786	-
657111 Homeland Security Grant	210,218	740,848	211,629	729,776
657122 Cannabis Eradication	40,571	-	28,425	-
657125 Health AIDS	12,315	-	10,200	-
658000 Other - In-Lieu	20,595	-	20,997	-
659000 Other Government Agencies	117,237	424,854	4,175	374,854
659010 Other Governmental-RDA Pass Thru	2,239,715	2,257,554	2,310,841	2,551,587
659018 IHSS Public Authority	194,934	-	114,278	-
659025 Special Revenue	4,035	4,600	1,077	1,250
659030 City/Chowchilla Prison Annex	364,715	335,652	246,258	364,715
Total Intergovernmental Revenue	142,815,817	192,044,806	91,756,500	220,051,723

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	Actual Revenues 2021-22	Board of Supervisors Approved Revenues 2022-23	10-Month Actual Unaudited Revenues 2022-23	CAO Recommended 2023-24
<u>CHARGES FOR CURRENT SERVICES</u>				
660100 Assessment and Tax Collection Fees	160,408	60,000	41,300	55,000
660101 Property Tax Administration Fee	629,781	663,000	-	663,000
660102 Supplemental Tax Fee	400,384	263,568	365,996	343,586
660103 Property Characterization Fee	15,367	15,000	20,118	15,000
660230 Parcel Merger Fee	2,380	-	1,288	-
660231 Business Improvement District	26,108	10,500	23,618	32,000
660234 Local Ag. Preserve Assessment (AB 1265)	1,752,134	1,812,761	2,131,464	2,584,683
660300 Auditing and Accounting Fees	98,723	452,252	55,258	452,252
660500 Elections Services	57,953	143,800	201,833	7,500
660600 Legal Services	-	1,467,450	-	1,634,450
660610 Public Defender - Juvenile Cases	453,707	-	738,936	-
660800 Planning and Engineering Services	-	2,656,058	-	2,497,580
660801 Engineering Services	26,769	-	17,098	-
660802 Engineering Plan Check Fees	825,701	-	835,921	-
660803 Engineering Services-Special Districts	2,369,414	3,964,158	2,092,409	3,864,258
660805 Planning Services	882,018	-	622,675	-
660806 Engineering Services - Development Review Fees	480,551	140,000	492,257	127,000
660807 Strong Motion Inst Fees 95%	32,005	-	23,936	-
661000 Agricultural Services	448,501	453,895	377,468	450,000
661100 Civil Process Services	2,601	33,000	2,167	33,000
661101 Sheriff - Civil Process Service Fees	22,778	-	25,268	-
661200 General Court Fees	-	180,000	-	180,000
661300 Public Guardian Fees	-	60,000	-	60,000
661400 Humane Services	209,464	240,000	154,044	240,000
661500 Law Enforcement Services	2,065,135	1,950,504	1,345,556	2,440,831
661502 Booking Fees-County Arrests	5	-	-	-
661600 Recording Fees	-	900,000	-	600,000
661601 Recording Fees-Clerk, Health, Recorder	17,901	-	22,614	-
661602 HEALTH RECORDING FEES	60,780	-	44,764	-
661603 Recorder Recording Fees	860,552	-	477,037	-
661800 Health Fees	119	3,987,895	-	4,158,840
661801 Health Lab Fees	46,989	-	17,107	-
661802 Environmental Health Fee	211,223	-	171,276	-
661810 Clinic Fees	20,552	-	15,501	-
661811 Behavioral Health - Private Pay, Ins.	670	-	80	-
661812 Insurance Pay	22,705	-	15,944	-
661813 Behavioral Health - Medicare	53,036	-	52,481	-

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

Budget Classification	Actual Revenues 2021-22	Board of Supervisors Approved Revenues 2022-23	10-Month Actual Unaudited Revenues 2022-23	CAO Recommended 2023-24
661814 Medi-Cal	290	-	518	-
661816 Inmate Medical Co Pay	612	-	-	-
661817 Anthem Blue Cross-MGD Care	1,451,215	-	56,803	-
661818 CalVIVA/Healthnet Managed Care	2,953,339	-	549	-
662000 California Children Services	-	140	-	140
662301 Pay Patient Clinic	5	-	-	-
662304 Work Furlough Program	6	-	-	-
662305 Foster Care Reimbursement	114,963	80,000	107,710	80,000
662500 Library Services	11,732	10,000	9,607	11,000
662510 Lost Book Collections	1,396	1,000	1,227	1,500
662696 Formation Fees	-	-	371	-
662700 Other Charges for Services	2,456,809	3,830,388	2,533,042	3,942,091
662704 Copies	12,693	200	12,877	100
662705 Coroner's Fees	35,124	38,000	27,546	38,000
662709 Mental Health Monitoring Fees	28,557	-	13,225	-
662712 Fire Cost Recovery	1,278,776	1,994,504	322,512	2,300,052
662714 Mediation-Dissolution/Marriage	3,885	-	3,105	-
662715 Nuisance Abatement	27,880	-	31,275	-
662716 Collection Fees-Probation	12,297	-	-	-
662717 Alternate Sentencing Fees	27	-	-	-
662718 Drug Screening-Probation	4,182	-	9	-
662719 Electronic Monitoring-Probation	11	-	-	-
662720 Probation Services	1,827	-	-	-
662721 Administrative Collection Fees [PC 1205(d)]	32,686	1,000	12,126	500
662722 Public Defender Fees	8,819	-	5,409	-
662723 Services to Other Agencies	1,280,856	1,780,211	522,463	2,119,882
662725 Welfare Repay-Administrative Fees	1,687	-	1,199	-
662726 Reimbursement of Burials	8,326	10,486	4,267	10,486
662728 Vision/Dental Administrative Fee	488	1,000	481	1,000
662729 Employee/Retiree Insurance Premiums	-	-	37	-
662735 Probation Services Reports	984	-	-	-
662740 Mileage Charges	40	-	-	-
662749 SD - Application Fees	2,890	3,000	2,300	2,750
662765 Sheriff-Reimburse Indian Casino	686,668	2,872,973	683,708	3,204,444
662780 Special District Ad.	571,072	-	16,236	-
662800 Interfund Revenue	1,187,995	6,776,890	1,106,886	6,383,814
662801 Interfund Revenue - Cost Plan	2,773,519	2,494,975	264,794	523,143
662802 Interfund Revenue - Computer Services	306,405	318,303	188,212	328,542

**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	Actual Revenues 2021-22	Board of Supervisors Approved Revenues 2022-23	10-Month Actual Unaudited Revenues 2022-23	CAO Recommended 2023-24
662804 LAFCO - Reimbursement for County Services	11,615	9,000	7,689	9,000
662900 County Development Impact Fees	-	165,000	-	165,000
662910 Daily Jail Confinement	82,643	-	-	-
Total Charges for Current Services	27,608,737	39,840,911	16,321,597	39,560,424
<u>MISCELLANEOUS REVENUE</u>				
670000 Intrafund Revenue	14,122,921	16,706,900	9,769,539	16,968,110
671000 Welfare Miscellaneous Revenue	78,108	263,424	38,755	263,424
671001 Welfare Repayments	214,223	-	147,487	-
671002 Interim Assistance Reimbursement-GA	17,759	-	-	-
671005 Welfare General Assistance Repay	-	-	10,887	-
672000 Other Sales	6,438	3,050	3,133	4,550
672001 Sale of Firearms	900	-	300	-
672003 SALE OF MISC SURPLUS	1	-	-	-
672004 Sale of Other	300	-	-	-
673000 Misc - Other	1,568,928	1,749,205	880,488	1,784,475
673100 Unclaimed Money	408	2,000	-	2,000
673102 Tax Payment Over	1,412	1,000	599	1,500
673103 Prisoner's Unclaimed Money Miscellaneous	(342)	-	-	-
673104 TOT Over	58	500	77	500
673200 Employee Witness/Jury Fees	15	-	-	-
673300 Contributions and Donations	91,479	16,000	131,713	16,000
673328 Private Non Profit Grant	120,000	-	-	-
673400 Miscellaneous Revenue - TR Funds	-	152,000	7,000	287,000
673406 Jail Inmate Welfare Trust 6051	32,763	-	-	-
673700 Cash Overage	843	2,100	857	1,600
673800 Prior Year Cancelled Warrants	25,539	-	-	-
673900 Other Miscellaneous	122,630	2,000	683	-
673903 Miscellaneous Reimbursement	505,452	225,000	215,912	230,150
673904 Misc Reimbursement - FEMA	44,047	15,000	56,961	80,000
673910 Misc Reimbursement - Insurance	14,000	2,000	-	2,000
673914 Misc Reimbursement - Legal Fees	17,127	35,000	23,719	35,000
673918 Misc Reimbursement - Medical	1,037	-	4,182	-
673920 Misc Reimbursement - Other	50,250	-	-	-
Total Miscellaneous Revenue	17,036,294	19,175,179	11,292,293	19,676,309

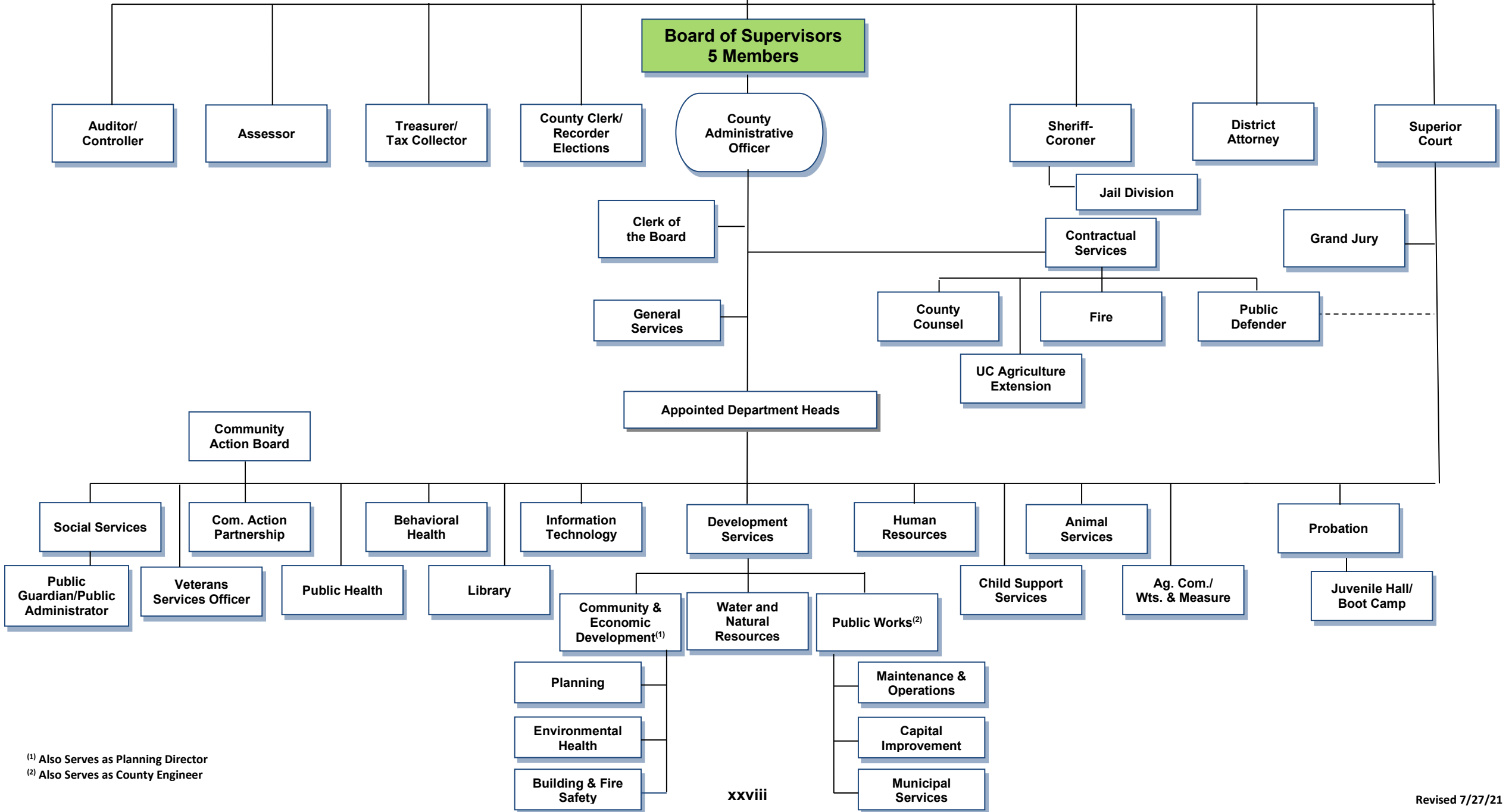
**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2021-22</u>	<u>Board of Supervisors Approved Revenues 2022-23</u>	<u>10-Month Actual Unaudited Revenues 2022-23</u>	<u>CAO Recommended 2023-24</u>
<u>OTHER FINANCING SOURCES</u>				
680113 Sale of Fixed Assets - Welfare	3,905	-	-	-
Operating Transfers In:				
680200 Operating Transfers In	31,552,557	30,753,555	8,494,649	33,586,372
680201 Operating Transfers In - SA 22	-	-	259,669	-
680214 Operating Transfers In - General Fund	40,000	-	1,106,886	-
680215 Local Enforcement Agency Funds-Trust 0114	70,000	-	-	-
680231 Criminal Justice Facilities Trust	-	150,000	-	150,000
680271 OTI LC 4850	170,639	125,000	-	125,000
680524 Loan to General Fund from Measure A Road Funds	-	3,000,000	-	-
	-	-	-	-
Total Other Financing Sources	<u>31,837,101</u>	<u>34,028,555</u>	<u>9,861,204</u>	<u>33,861,372</u>
TOTAL GENERAL FUND (GF) REVENUE	<u>298,326,701</u>	<u>365,851,274</u>	<u>201,991,469</u>	<u>400,771,762</u>
PRIOR YEAR CARRYOVER FUND BALANCE (GF)		17,582,678		13,149,066
AMERICAN RESCUE PLAN ACT (ARPA) FUNDS	0	0	0	0
TOTAL FINANCING SOURCES (GF)	298,326,701	383,433,952	201,991,469	413,920,828
NON GENERAL FUND FINANCING SOURCES		92,029,478		84,743,330
GRAND TOTAL COUNTY FINANCING SOURCES	298,326,701	475,463,430	201,991,469	498,664,158
GENERAL FUND FINANCING REQUIREMENT		(374,715,437)		(409,590,448)
NON GENERAL FUND FINANCING REQUIREMENT		(92,029,478)		(84,743,330)
REMAINING FUND BALANCE (GENERAL FUND)		8,718,515		4,330,380



MADERA COUNTY GOVERNMENT ORGANIZATION CHART

ELECTORATE



⁽¹⁾ Also Serves as Planning Director

⁽²⁾ Also Serves as County Engineer

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: CHILD SUPPORT SERVICES (03700)
 Function: Public Protection
 Activity: Judicial
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF				
640101 Interest on Cash	2,209	2,600	2,600	2,600
TOTAL REVENUE FROM USE OF	2,209	2,600	2,600	2,600
INTERGOVERNMENTAL REVENUE				
654000 State - Other	1,278,585	1,532,571	1,590,638	1,590,638
657000 Federal - Other	2,027,783	2,974,992	3,087,709	3,087,709
TOTAL INTERGOVERNMENTAL REVENUE	3,306,368	4,507,563	4,678,347	4,678,347
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	88,244	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	88,244	0	0	0
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	730	0	0	0
TOTAL MISCELLANEOUS REVENUES	730	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	49,137	116,287	116,287	116,287
TOTAL OTHER FINANCING SOURCES	49,137	116,287	116,287	116,287
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,446,687</u>	<u>4,626,450</u>	<u>4,797,234</u>	<u>4,797,234</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,737,242	2,078,930	2,160,943	2,160,943
710103 Extra Help	10,386	100,000	35,000	35,000
710105 Overtime	22	15,000	15,000	15,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: CHILD SUPPORT
SERVICES (03700)
Function: Public Protection
Activity: Judicial
Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
SALARIES & EMPLOYEE BENEFITS (continued)				
710107 Premium Pay	6,717	7,000	10,000	10,000
710200 Retirement	665,536	856,688	840,643	840,643
710300 Health Insurance	303,380	407,286	517,269	517,269
710400 Workers' Compensation Insurance	22,560	27,478	16,040	16,040
TOTAL SALARIES & EMPLOYEE BENEFITS	2,745,842	3,492,382	3,594,895	3,594,895
SERVICES & SUPPLIES				
720300 Communications	15,624	30,000	46,000	46,000
720500 Household Expense	22,044	40,000	40,000	40,000
720600 Insurance	60,374	55,456	3,482	3,482
720601 General Insurance	0	1,000	1,000	1,000
720800 Maintenance - Equipment	5,281	10,000	10,000	10,000
720900 Maintenance - Structures & Grounds	634	15,000	20,000	20,000
721100 Memberships	3,073	4,000	4,000	4,000
721300 Office Expense	43,359	74,700	100,000	100,000
721400 Professional & Specialized Services	32,402	75,000	75,000	75,000
721500 Publications & Legal Notices	113	700	700	700
721600 Rents & Leases - Equipment	2	0	0	0
722000 Transportation & Travel	14,034	15,000	35,000	35,000
722100 Utilities	25,543	35,000	45,000	45,000
TOTAL SERVICES & SUPPLIES	222,484	355,856	380,182	380,182
OTHER CHARGES				
730330 Rents & Leases - Equipment	13,016	37,500	40,000	40,000
740301 Equipment > \$5,000	0	20,000	5,000	5,000
TOTAL OTHER CHARGES	13,016	57,500	45,000	45,000
FIXED ASSETS				
740300 Equipment/Furniture	0	0	8,559	8,559
TOTAL FIXED ASSETS	0	0	8,559	8,559

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: CHILD SUPPORT
 SERVICES (03700)
 Function: Public Protection
 Activity: Judicial
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
INTRAFUND EXPENSES				
770100 Intrafund Transfer	377,101	604,425	588,899	588,899
TOTAL INTRAFUND EXPENSES	377,101	604,425	588,899	588,899
<u>TOTAL EXPENDITURES</u>	<u>3,358,443</u>	<u>4,510,163</u>	<u>4,617,535</u>	<u>4,617,535</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(88,244)</u>	<u>(116,287)</u>	<u>(179,699)</u>	<u>(179,699)</u>

CHILD SUPPORT SERVICES

COMMENTS

The function of this Department is to locate and obtain financial support from parents to support their children. This Department is also charged with the responsibility of initiating steps to enforce court orders regarding child support for civil cases and the establishment of paternity. The Program also reduces welfare grants to CalWorks cases by requiring non-custodial parents to contribute to the support of their children.

In 2023-24, the Department will remain 100% sub-vented with a combination of State and Federal funding, with no impact on the General Fund.

WORKLOAD

The State requires that the following three categories be reported based on a calculation at the end of the Federal Fiscal Year:

	<u>Currently Receiving Assistance</u>	<u>Formerly Received Assistance</u>	<u>Never Received Assistance</u>	<u>Total</u>
October 2022	1,592	3,729	1,122	6,443
November 2022	1,604	3,717	1,124	6,445
December 2022	1,613	3,704	1,128	6,445

Note: If a client is currently receiving Public Assistance (CalWORKs), or has formerly received Assistance, the incentives received for these cases are higher than for a client who has never received Assistance.

ESTIMATED REVENUES

- 654000** **State – Other** (\$1,590,638) is recommended based on the projected state portion of the Child Support Funding Allocation.
- 657000** **Federal-Other** (\$3,087,709) is recommended based on the projected federal portion of the Child Support Funding Allocation.
- 680200** **Operating Transfer In** (\$116,287) is recommended based on the available funds from the Reserve Child Support Fund (5591) and request for Mid-Year reallocation from the State Department of Child Support Services. Salary savings anticipated.

CHILD SUPPORT SERVICES

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,160,943) are recommended increased \$82,013 based on cost of recommended staff. Salary savings are expected due to vacant positions.
- 710103** **Extra Help** (\$35,000) is recommended decrease \$65,000 for extra-help staff which is fully funded for extra projects.
- 710105** **Overtime** (\$15,000) is recommended increased \$0.
- 710107** **Premium Pay** (\$10,000) is recommended increased \$3,000.
- 710200** **Retirement** (\$840,643) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$517,269) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$16,040) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$46,000) is recommended increased by \$16,000. The budgeted amount for this account is based on current and estimated costs for the department's telephone services.
- 720500** **Household Expense** (\$40,000) is recommended increased \$0 for janitorial services and supplies for the building provided through a contracted service provider. This amount also includes refuse disposal costs.
- 720600** **Insurance** (\$3,482) is the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **General Insurance** (\$1,000) is recommended unchanged for the Department's contribution to the County's Property Insurance Program.
- 720800** **Maintenance - Equipment** (\$10,000) is recommended increased based on current, actual costs for maintenance of office and computer equipment, and vehicles.

CHILD SUPPORT SERVICES

SERVICES & SUPPLIES (continued)

720900 **Maintenance - Structures and Grounds** (\$20,000) is recommended increased \$5,000 as costs for Building and Grounds Maintenance labor are now accounted for under Intrafund Expense (770100) as per direction received from the Auditor’s Office. This account funds the supplies needed for the maintenance of the Child Support building.

721100 **Memberships** (\$4,000) is recommended increased as costs for the Child Support Director’s Association (CSDA) dues (\$3,537); this account also funds California Attorney Dues (\$463), which have increased.

721300 **Office Expense** (\$100,000) is recommended increased \$24,300 based on current and projected expenses for printed forms, general office equipment, copy supplies, State-directed customer service activities, and mailing costs.

721400 **Professional & Specialized Services** (\$75,000) is recommended based on necessary program system support of Service of Process costs; IT support costs are now accounted for under Intrafund Expense (770100) per direction received from the Auditor-Controller’s office expenses are as follows:

Paternity Declarations	\$0
Service of Process	\$60,000
ADT Security/Credit Reporting/Employee Insight/Other	\$15,000

721500 **Publications & Legal Notices** (\$700) is recommended for publications and legal notices to the publications meant for the public.

722000 **Transportation & Travel** (\$35,000) is recommended increased \$20,000 for attendance at meetings, training sessions, and conferences.

722100 **Utilities** (\$45,000) is recommended unchanged based on current and projected expenditures for gas, electricity, and water utility costs for the Child Support building.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$40,000) is recommended increased \$2,500 based on actual costs to fund the copier lease contract, including lease of three copiers and increased costs for printing.

CHILD SUPPORT SERVICES

OTHER CHARGES (continued)

740301 Equipment > \$5,000 (\$8,559) is recommended for the purchase of equipment that is greater than the cost of \$5,000.

INTRAFUND EXPENSES

770000 Intrafund Expenses (\$588,899) is recommended decreased \$15,526 for IT support services (\$443,807), Retiree Health Insurance (\$102,000), and Building and Grounds Maintenance (\$57,490). This account also funds services provided by Central Services (30,000). This account also funds the MOU with Human Resources (\$55,000). Miscellaneous expenses for 311 Customer Service Center assistance (\$2,500).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **CHILD SUPPORT SERVICES (03700)**
Function: **Public Protection**
Activity: **Judicial**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	1.0	-	1.0		-	-	
3610	Administrative Assistant	1.0	-	1.0		-	-	
3693	Child Support Assistant I or							
3694	Child Support Assistant II	7.0	4.0	7.0	4.0	-	-	
3695	Child Support Assistant III	3.0	-	3.0		-	-	
3369	Child Support Program Manager	2.0	-	2.0		-	-	
3344	Child Support Specialist I or							
3345	Child Support Specialist II	14.0	1.0	15.0		1.0	(1.0)	A
3339	Child Support Specialist III	4.0	1.0	4.0	1.0	-	-	
3170	Deputy Director of Child Support Svcs	1.0	-	1.0		-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0	-	-	-	
2119	Director of Child Support Services	1.0	-	1.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	-	4.0	-	4.0	-	-	
4640	Child Support Services Program Coordinator	1.0	-	1.0	-	-	-	
3171	Child Support Supervisor	1.0	-	3.0	-	2.0	-	B
TOTAL		37.0	10.0	40.0	9.0	3.0	(1.0)	

NOTES:

- A** Reflects the request of the department to fund one (1) FTE Child Support Specialist I/II due to the increased need
- B** Reflects the request of the department to add two (2) FTE Child Support Supervisor due to the need of the department

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY
(03510)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630300 Forfeitures & Penalties	10	11,000	11,000	11,000
TOTAL FINES, FORFEITURES & PENALTIES	10	11,000	11,000	11,000
INTERGOVERNMENTAL REVENUE				
654000 ST - Other	0			
654026 ST - Post Training Reimbursement	2,781	11,000	11,000	11,000
TOTAL INTERGOVERNMENTAL REVENUE	2,781	11,000	11,000	11,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	56,568	35,000	35,000	35,000
TOTAL MISCELLANEOUS REVENUE	56,568	35,000	35,000	35,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	380,084	290,000	290,000	290,000
TOTAL OTHER FINANCING SOURCES	380,084	290,000	290,000	290,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>439,443</u>	<u>347,000</u>	<u>347,000</u>	<u>347,000</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	3,322,712	3,426,878	3,519,138	3,519,138
710103 Extra Help	108,563	137,746	248,218	248,218
710105 Overtime	4,279	10,000	10,000	10,000
710107 Premium Pay	1,330	0	5,460	5,460
710200 Retirement	1,310,553	1,451,094	1,386,955	1,386,955

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY
(03510)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
710300 Health Insurance	349,489	457,598	421,631	421,631
710400 Workers' Compensation Insurance	63,980	82,534	40,968	40,968
710500 Other Benefits	1,135	0	1,140	1,140
TOTAL SALARIES & EMPLOYEE BENEFITS	5,162,040	5,565,850	5,633,510	5,633,510
SERVICES & SUPPLIES				
720300 Communications	31,615	42,500	42,500	42,500
720500 Household Expense	1,202	0	1,000	1,000
720600 Insurance	179,604	181,356	29,766	29,766
720702 Witness Fees	136	3,000	3,000	3,000
720800 Maintenance-Equipment	0	1,000	1,000	1,000
721100 Memberships	17,165	19,756	24,000	24,000
721300 Office Expense	77,893	75,000	90,000	90,000
721309 Law Books	0	0	32,000	32,000
721400 Professional & Specialized Services	218,448	168,200	230,000	230,000
721601 Rents & Leases - Co Vehicles	67,928	70,000	90,000	90,000
721900 Special Departmental Expense	27,384	25,000	35,000	35,000
721910 Juvenile Justice Commission	125	2,000	2,000	2,000
721912 Special Departmental Expense - POST Training	2,600	3,000	5,000	5,000
722000 Transportation & Travel	30,220	56,000	70,000	70,000
722100 Utilities	6,651	10,500	10,500	10,500
TOTAL SERVICES & SUPPLIES	660,971	657,312	665,766	665,766
OTHER CHARGES				
730330 Rents & Leases - Equipment	26,058	30,000	66,000	66,000
TOTAL OTHER CHARGES	26,058	30,000	66,000	66,000
<u>TOTAL EXPENDITURES</u>	<u>5,849,069</u>	<u>6,253,162</u>	<u>6,365,276</u>	<u>6,365,276</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>5,409,626</u>	<u>5,906,162</u>	<u>6,018,276</u>	<u>6,018,276</u>

DISTRICT ATTORNEY

COMMENTS

The District Attorney is responsible for criminal prosecution of all violations of State and County laws, as well as civil prosecutions of certain violations of State and County laws. The District Attorney’s Office continues to prosecute cases originating within Madera County to promote justice and to hold offenders accountable for their actions. This has become more challenging as the nature of prosecution itself has changed, requiring a more nuanced approach to cases. Prosecutors now spend substantially more time crafting resolutions in accordance with new laws requiring emphasis on rehabilitation, treatment, and curbing recidivism.

Over the past several years, new laws have been enacted that require prosecutors to research and re-litigate cases that have long since been closed. To do this, prosecutors must become familiar with files which can be over 20 years old in order to determine an appropriate response. This involves going through volumes of documents in each case to become familiar with the facts and determine if victims were involved. If so, then to contact these victims, inform them of the new status of the case, and ensure that they are kept up to date on the case’s progress. A prosecutor must also conduct legal research to determine if the case meets the requirements of the new law and then to file an objection with the court if it is allowed and appropriate. Once a hearing is set, the prosecutor must appear in court and argue their position to ensure that justice is served. This process has created a burden on the District Attorney’s current staff as they must carve out the time from their current caseload to dedicate to these closed cases. Additional staff would begin to assist this Office with meeting these needs and continue to keep Madera County safe.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
FILES OPENED	7,076	7,000	7,050
CONSOLIDATED COURTS			
Juvenile Petitions	385	426	450
Jury Trials	37	30	35
Felonies Filed	1,435	1,510	1,600
Misdemeanors Filed	3,706	3,725	3,750

ESTIMATED REVENUES

630300 **Forfeitures and Penalties** (\$11,000) is recommended for the District Attorney’s receipt of seized funds associated with the prosecution of drug cases.

ESTIMATED REVENUES (continued)

- 654026** **Intergovernmental Revenue** (\$11,000) is recommended for the State of California POST reimbursements for Investigator training.
- 673000** **Miscellaneous Revenue** (\$15,000) is recommended for the District Attorney's receipt of CCP funds for reimbursement of staff training expenses (\$12,000) and for miscellaneous fines and penalties derived through prosecution (\$3,000).
- 673400** **Miscellaneous Revenue – Trust Funds** (\$20,000) for the District Attorney's receipt of asset forfeiture funds held in trust specifically for the department's use in staff training or equipment purchases.
- 680200** **Operating Transfers In** (\$290,000) for the District Attorney's receipt of AB109 realignment funds.

AB 109 REVENUE

On September 27, 2011, Madera County Board of Supervisors adopted the County of Madera Public Safety Realignment Plan. As part of this plan the District Attorney will receive a share of the state realignment revenue. This additional revenue (estimated \$45,000) will offset part of the Deputy District Attorney that will backfill the vacated spot that resulted from assigning a Deputy District Attorney to the department's DUI program.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,519,138) are recommended increased \$92,260 based on the cost of recommended staff.
- 710103** **Extra Help** (\$248,218) is recommended increased \$110,472 based on current actual costs for Extra Help staff.
- 710105** **Overtime** (\$10,000) is recommended unchanged for District Attorney Investigators to serve papers and contact witnesses after hours and on weekends.
- 710107** **Premium Pay** (\$5,460) is recommended increased \$5,460 based on current actual cost for Bi-Lingual compensation to District Attorney staff.
- 710200** **Retirement** (\$1,386,955) reflects the County's anticipated contribution to Social Security and the Public Employees Retirement System.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$421,631) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$40,968) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 710503** **Elected Expense Allowance** (\$1,140) is recommended increased \$1,140 based on current actual cost for Elected Expense Allowance as directed by current Memorandum of Understanding.

SERVICES & SUPPLIES

- 720300** **Communications** (\$42,500) is recommended unchanged based on current actual costs for cell phones and office phones for staff. Since the Court moved to its new building there has been an increasing need for our prosecutors to be able to communicate with investigators and other support staff at the main office. The sensitive nature of the email, texts, and phone calls requires us to provide staff with cell phones. Human Resources has suggested we provide work cell phones for necessary staff. Verizon Wireless is the current cell phone provider for the District Attorney's Office. Service for the cell phones will cost \$38,900 per year. The remaining \$3,600 is the cost for land line phones and fax for the District Attorney main office and Sierra office.
- 720500** **Household Expense** (\$1,000) is recommended unchanged based on the cost of janitorial services.
- 720600** **Insurance** (\$29,766) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720702** **Witness Fees** (\$3,000) is recommended unchanged for witness fees, which are the responsibility of the District Attorney.
- 720800** **Maintenance – Equipment** (\$1,000) is recommended unchanged for maintenance agreements, mobile radio repairs, computer and photo equipment repairs, and CLETS maintenance.
- 721100** **Memberships** (\$24,000) is recommended increased \$4,244 and is based on actual expenses for membership in the California District Attorneys' Association for the District Attorney (\$3,801), all Deputy District Attorneys (\$7,608), Fresno-Madera Chiefs' Association (\$125), California District Attorney Investigator's Association (\$220), California Rural Crime School for the Chief Investigator (\$100), and payment of the California State Bar dues for each Attorney in the Department (\$12,146), as required in the MOU.

SERVICES & SUPPLIES (continued)

- 721300 **Office Expense** (\$90,000) is recommended increased \$15,000 for general office supplies, computer equipment, copying costs, the purchase of printed forms. Asset Forfeiture and Consumer Protection revenue will offset this entirely.

- 721309 **Law Books** (\$32,000) is recommended increased \$32,000 for maintaining legal periodicals and books; and software licenses for online legal research services. Asset Forfeiture and Consumer Protection revenue will offset this entirely.

- 721400 **Professional & Specialized Services** (\$230,000) is recommended increased \$61,800 for the Karpel Case Management System maintenance (\$110,000) and for polygraph and handwriting analysis, expert witness fees, interpreters, laboratory technician cost, auto accident experts, on-line legal services, background investigations, and various other classes of experts or exams (\$120,000).

- 721601 **Rents & Leases – County Vehicles** (\$90,000) is recommended increased \$20,000 for the leasing of fifteen vehicles from Central Garage. The vehicles are used by the investigators in performance of their duties. The trucks will be used for an estimated 65,000 miles at a cost of \$40,000. The sedans will be used for an estimated 90,000 miles at a cost of \$50,000.

- 721900 **Special Departmental Expense** (\$35,000) is recommended increased \$10,000 for witness expenses, CD and DVD media, photographic services, prison and court records, investigator equipment, and \$5,000 for special funds. These expenses are critical for providing the prosecutors with the necessary resources in trial.

- 721910 **Juvenile Justice Commission** (\$2,000) is recommended unchanged in accordance with the submitted request by the commission and includes compensation and mileage reimbursement for the 12 commission members, plus photo copy and postage charges.

- 721912 **Special Departmental Expense - POST Training** (\$5,000) is recommended increased \$2,000 for annual training and POST compliance expenses for the District Attorney Investigators. Any funds expended for this purpose are reimbursed to the County by POST.

- 722000 **Transportation & Travel** (\$70,000) is recommended increased \$14,000 for meetings, conferences, private mileage and transportation of prisoners, if required. The increase is necessary to accommodate the required training for additional staff. The training costs in this line item will be partially offset by Asset Forfeiture funds that have been included in the revenue estimate, or by Consumer Protection funds awarded to the District Attorney’s Office.

- 722100 **Utilities** (\$10,500) are recommended for the Department’s share of utilities.

OTHER CHARGES

730330 **Rents & Leases - Equipment** (\$66,000) is recommended increased \$36,000 for rental of a copy machine (\$10,000), and for rental of a vehicle storage facility (\$56,000). The vehicle storage facility is used to store impounded vehicles designated as evidence.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY
(03510)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst or							
4127	Principal Administrative Analyst	1.75	-	1.00	-	(0.75)	-	A,B
4130U	Fiscal Manager	-	-	0.75	-	0.75	-	B
3124	Assistant District Attorney	0.40	-	0.40	-	-	-	
4209	Chief DA Criminal Investigator	0.50	-	0.50	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	16.0	-	16.0	-	-	-	
1008	District Attorney	0.95	-	0.95	-	-	-	
3414	District Attorney Criminal Investigator or							
3468	Senior DA Criminal Investigator	4.0	-	4.0	-	-	-	
3423	Investigative Assistant	2.0	-	-	-	(2.0)	-	C
3423	Crime Analyst I or							
3456	Crime Analyst II	-	-	2.0	-	2.0	-	C
3533	Office Assistant I or							
3534	Office Assistant II	-	1.0	-	1.0	-	-	D
3656	Office Services Supervisor I or							
3655	Office Services Supervisor II or Senior Legal Secretary	-	1.0	-	1.0	-	-	E

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY
(03510)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		
3636 Program Assistant I or							
3637 Program Assistant II or							
3654 Senior Program Assistant or							
3669 Legal Secretary I or							
3653 Legal Secretary II	8.0	1.0	9.0	-	1.0	(1.0)	F
3430 DA Administrative Specialist	1.0	-	-	1.00	(1.0)	1.0	F
3326 Supervising Deputy District Attorney	1.5	-	1.5	-	-	-	
3469 Supervising DA Criminal Investigator	0.5	-	0.5	-	-	-	
3377 Business Systems Information Analyst I or							
3378 Business Systems Information Analyst II	1.0	-	1.0	-	-	-	
4138 Executive Assistant to the District Attorney	1.0	-	1.0	-	-	-	
TOTAL	38.6	3.0	38.6	3.0	0.0	0.0	

NOTES:

- A** Reflects the addition of one-quarter (.25) FTE Administrative Analyst position for grant writing and human resources support and the move of one (1.0) FTE Principal Administrative Analyst to Fiscal Manager
- B** Reflects the conversion of one Principal Administrative Analyst position to Fiscal Manager; needed to manage one Business Systems Analyst and one Legal Secretary for the District Attorney's Business Office
- C** Reflects the reclass of the Investigative Assistant allocation. The positions were converted to Crime Analyst I/II in 2022
- D** Reflects the elimination of the unfunded 1 FTE Office Assistant I/II allocation
- E** Reflects the elimination of the unfunded Office Services Supervisor I/II or Senior Legal Secretary allocation
- F** Reflects the reclass of the DA Administrative Specialist allocation; the position was converted to Legal Secretary II in 2022

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY -
COPS (03530)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	46,372	60,000	60,000	60,000
TOTAL OTHER FINANCING SOURCES	46,372	60,000	60,000	60,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>46,372</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	115,025	109,377	116,389	116,389
710200 Retirement	52,022	44,418	47,083	47,083
710300 Health Insurance	0	0	720	720
710400 Workers' Compensation Insurance	795	1,026	1,077	1,077
TOTAL SALARIES & EMPLOYEE BENEFITS	167,841	154,821	165,269	165,269
SERVICES & SUPPLIES				
721100 Memberships	400	400	400	400
TOTAL SERVICES & SUPPLIES	400	400	400	400
<u>TOTAL EXPENDITURES</u>	<u>168,241</u>	<u>155,221</u>	<u>165,669</u>	<u>165,669</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>121,869</u>	<u>95,221</u>	<u>105,669</u>	<u>105,669</u>

DISTRICT ATTORNEY-CITIZENS' OPTION FOR PUBLIC SAFETY

COMMENTS

In October 1996, the District Attorney received funding pursuant to California Assembly Bill 3229, Citizens' Option for Public Safety. This Bill funds several law enforcement agencies in the County and stipulates that the funds must be used to enhance the Department's operations. This Program provides partial funding for an Assistant District Attorney. As part of the 2011-12 state budget plan, the legislature enacted a major shift – or “realignment” of state program revenues to local governments. Under state realignment, state funds related to the COPS program must first be deposited in the Local Law Enforcement Fund prior to being transferred to the General Fund.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$60,000) is recommended from State Realignment Funds for fiscal year 2023-24.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$116,389) are recommended based on the cost of recommended staff.

710200 **Retirement** (\$47,083) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$720) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,077) reflects the Department's contribution to the County's Self Insurance Service Fund.

SERVICES & SUPPLIES

721100 **Memberships** (\$400) are recommended unchanged for California District Attorney Association dues (\$100), and State Bar dues (\$300), as required by applicable Memorandums of Understanding.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY -
 COPS (03530)**
 Function: **Public Protection**
 Activity: **Judicial - Other**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3124	Assistant District Attorney	0.60	-	0.60		-	-	
TOTAL		<u>0.60</u>	<u>-</u>	<u>0.60</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DISTRICT ATTORNEY
 DUI PROGRAM (03544)
 Function: Public Protection
 Activity: Judicial-Other
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620700 Auto Theft Deterrent Fees	143,008	145,000	150,000	150,000
TOTAL LICENSES, PERMITS & FRANCHISES	143,008	145,000	150,000	150,000
MICELLANEOUS REVENUE				
673800 PY Cancel Warrants	100	0	0	0
TOTAL MISCELLANEOUS REVENUE	100	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	2,015	0	0	0
TOTAL OTHER FINANCING SOURCES	2,015	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>145,123</u>	<u>145,000</u>	<u>150,000</u>	<u>150,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	120,219	127,528	135,324	135,324
710200 Retirement	46,388	51,790	54,650	54,650
710300 Health Insurance	7,640	11,979	10,006	10,006
710400 Workers' Compensation Insurance	826	1,066	1,119	1,119
TOTAL SALARIES & EMPLOYEE BENEFITS	175,073	192,363	201,099	201,099
SERVICES & SUPPLIES				
720300 Communication	48	0	0	0
721100 Memberships	677	677	677	677
721400 Professional & Specialized Services	39,620	45,000	70,000	70,000
722000 Transportation& Travel	1,800	2,000	2,000	2,000
TOTAL SERVICES & SUPPLIES	42,145	47,677	72,677	72,677
<u>TOTAL EXPENDITURES</u>	<u>217,218</u>	<u>240,040</u>	<u>273,776</u>	<u>273,776</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>72,095</u>	<u>95,040</u>	<u>123,776</u>	<u>123,776</u>

DISTRICT ATTORNEY – DUI PROGRAM

COMMENTS

On April 20, 1999, the Board of Supervisors directed, on the Sheriff’s and District Attorney’s recommendation, that the Auto Theft Program be transferred to the Office of the District Attorney for driving under the influence prosecutions, and auto theft investigations and prosecutions. In fiscal year 1992-93, the Board authorized a one dollar (\$1.00) per motor vehicle fee to be charged to each vehicle registered in the County of Madera. Revenues from this one-dollar fee support this program.

WORKLOAD

	<u>Actual</u>	<u>Estimated</u>	<u>Projected</u>
	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
Program Cases	904	938	950

ESTIMATED REVENUES

620706 **Auto Theft Deterrent Fees** (\$150,000) for the District Attorney’s receipt of the \$1.00 per motor vehicle DMV fee charged to each vehicle registered in the County of Madera.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$135,324) are recommended increased \$7,796 based on the cost of recommended staff.
- 710200** **Retirement** (\$54,650) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.
- 710300** **Health Insurance** (\$10,006) is based on the employer’s share of health insurance premiums.
- 710400** **Workers’ Compensation** (\$1,119) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

DISTRICT ATTORNEY – DUI PROGRAM

SERVICES & SUPPLIES

- 721100** **Memberships** (\$677) is recommended unchanged based on actual costs to provide for California District Attorney Association dues (\$180), and State Bar dues (\$497).
- 721400** **Professional & Specialized Services** (\$70,000) is recommended increased \$25,000 to provide for blood-drawing services. DUI fines partially offsets this expense.
- 722000** **Transportation & Travel** (\$2,000) is recommended unchanged based on actual expenditures to provide for training and travel for the assigned prosecutor.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY
 DUI PROGRAM (03544)**
 Function: **Public Protection**
 Activity: **Judicial-Other**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0	-	-	-	
TOTAL		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: DISTRICT ATTORNEY-CRIME
PROSECUTION UNIT (03545)
Function: Public Protection
Activity: Judicial - Other
Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
652503 State - Prison Crimes Reimbursement	261,092	329,333	402,176	402,176
TOTAL INTERGOVERNMENTAL REVENUE	261,092	329,333	402,176	402,176
OTHER FINANCING SOURCES				
680200 Operating Transfers In	2,003	0	0	0
TOTAL OTHER FINANCING SOURCES	2,003	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>263,095</u>	<u>329,333</u>	<u>402,176</u>	<u>402,176</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	183,737	197,050	248,103	248,103
710200 Retirement	77,339	89,610	110,881	110,881
710300 Health Insurance	31,109	36,458	36,881	36,881
710400 Workers' Compensation Insurance	1,677	1,915	2,011	2,011
TOTAL SALARIES & EMPLOYEE BENEFITS	293,862	325,033	397,876	397,876
SERVICES & SUPPLIES				
721100 Memberships	695	800	800	800
721300 Office Expense	594	500	500	500
721900 Special Department Expense	329	0	0	0
722000 Transportation & Travel	0	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	1,617	4,300	4,300	4,300
<u>TOTAL EXPENDITURES</u>	<u>295,479</u>	<u>329,333</u>	<u>402,176</u>	<u>402,176</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>32,384</u>	<u>0</u>	<u>0</u>	<u>0</u>

DISTRICT ATTORNEY – PRISON CRIMES PROSECUTION UNIT

COMMENTS

In February 2002, the Board of Supervisors approved the formation of the Prison Crimes Prosecution Unit. This unit is charged with the prosecution of all crimes committed by prisoners while incarcerated in State prisons located in the County of Madera. The costs for these activities are recognized as State-mandated costs to the County and are entirely reimbursed by the State.

The Prison Crimes Unit has significantly improved the tracking of billable hours which has resulted in increased revenue for the program.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
Cases Referred	337	350	350
Program Cases Worked	411	425	425

ESTIMATED REVENUES

652503 **State – Prison Crimes Reimbursement** (\$402,176) is recommended for the District Attorney’s receipt of state reimbursement funds pursuant to Penal Code Section 4750 of the State of California.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$248,103) are recommended increased \$51,053 based on the cost of recommended staff.

710200 **Retirement** (\$110,881) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.

710300 **Health Insurance** (\$36,881) is based on the employer’s share of health insurance premiums.

710400 **Workers’ Compensation** (\$2,011) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

DISTRICT ATTORNEY – PRISON CRIMES PROSECUTION UNIT

SERVICES & SUPPLIES

- 721100** **Memberships** (\$800) are recommended unchanged based on actual costs to provide for California District Attorney Association dues (\$180), State Bar dues (\$520), and California District Attorney Investigators Association (\$100).
- 721300** **Office Expense** (\$500) is recommended unchanged based on anticipated costs for the prosecutor's and investigator's office supplies and is fully reimbursable by the State.
- 722000** **Transportation & Travel** (\$3,000) is recommended unchanged to provide for training and travel and is fully reimbursable by the State.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY-CRIME
 PROSECUTION UNIT (03545)**
 Function: **Public Protection**
 Activity: **Judicial - Other**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0		-	-	
3414	District Attorney Criminal Investigator or							
3468	Senior DA Criminal Investigator	1.0	-	1.0		-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DISTRICT ATTORNEY-FED VERT
 PROSECUTION GRANT (03548)
 Function: Public Protection
 Activity: Judicial - Other
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Fed - Other	0	154,213	217,586	217,586
TOTAL INTERGOVERNMENTAL REVENUE	0	154,213	217,586	217,586
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>154,213</u>	<u>217,586</u>	<u>217,586</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	0	100,948	141,732	141,732
710200 Retirement	0	40,995	57,253	57,253
710300 Health Insurance	0	8,985	15,214	15,214
710400 Workers' Compensation Insurance	0	2,040	2,142	2,142
TOTAL SALARIES & EMPLOYEE BENEFITS	0	152,968	216,341	216,341
SERVICES & SUPPLIES				
722000 Transportation & Travel	0	1,245	1,245	1,245
TOTAL SERVICES & SUPPLIES	0	1,245	1,245	1,245
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>154,213</u>	<u>217,586</u>	<u>217,586</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

DISTRICT ATTORNEY – FED VERTICAL PROSECUTION

COMMENTS

In October of 2022, the District Attorney received the Office of Traffic Safety Grant for DUI Vertical Prosecution. This grant provides funding to assign a specialized prosecutor to prosecute alcohol and drug impaired driving cases. This prosecutor will handle cases throughout each step of the criminal process, providing true vertical prosecution. This will be accomplished through a more focused and specific caseload for the grant prosecutor. The prosecutor will also receive training specific to impaired driving cases.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
Program Cases	N/A	79	85

REVENUE

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
State Grant	\$ 0	\$154,213	\$217,586
General Fund Contribution	<u>0</u>	<u>0</u>	<u>0</u>
Total	0	154,213	217,586

STAFFING

	<u>2022-23</u> <u>Authorized</u>	<u>2023-24</u> <u>Recommended</u>
<u>Permanent</u> Deputy District Attorney I/II/III/SR	1	1

DISTRICT ATTORNEY – FED VERTICAL PROSECUTION

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$141,732) are recommended increased \$40,034 based on recommended staff.
- 710200** **Retirement** (\$57,253) reflects the County's anticipated contribution to Social Security and the Public Employee's Retirement System.
- 710300** **Health Insurance** (\$15,214) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$2,142) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 722000** **Transportation & Travel** (\$1,245) is recommended unchanged for training, transportation and travel for the staff.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY-FED
 VERTICAL PROSECUTION GRANT (03548)**
 Function: **Public Protection**
 Activity: **Judicial - Other**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0	-	-	-	
TOTAL		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY-
WELFARE FRAUD (03550)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
650800 State - Pub Assist Admin	225,799	262,000	285,000	285,000
655000 Federal - Pub Assist Admin	388,308	665,000	724,000	724,000
655007 Federal - CalWorks Admin	305,893	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	920,000	927,000	1,009,000	1,009,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	1,727	0	0	0
TOTAL MISCELLANEOUS REVENUE	1,727	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>921,727</u>	<u>927,000</u>	<u>1,009,000</u>	<u>1,009,000</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	512,047	579,620	625,728	625,728
710105 Overtime	8,175	20,000	20,000	20,000
710107 Premium Pay	935	0	3,120	3,120
710200 Retirement	224,284	272,677	287,972	287,972
710300 Health Insurance	69,417	87,525	114,725	114,725
710400 Workers' Compensation Insurance	21,301	27,479	28,853	28,853
710500 Other Benefits	65	0	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	836,225	987,301	1,080,398	1,080,398
SERVICES & SUPPLIES				
720300 Communications	5,183	6,000	6,000	6,000
720500 Household Expenses	4,189	4,000	4,000	4,000
720600 Insurance	2,348	3,076	3,076	3,076
720800 Maintenance - Equipment	0	700	700	700
720900 Maintenance - Structures & Grounds	0	150	150	150

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY-
WELFARE FRAUD (03550)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721100 Memberships	770	1,240	1,240	1,240
721300 Office Expense	8,004	6,000	6,000	6,000
721400 Professional & Specialized Services	0	5,000	5,000	5,000
721601 Rents & Leases - Co Vehicles	26,938	56,000	56,000	56,000
721900 Special Departmental Expense	7,656	37,000	37,000	37,000
722000 Transportation & Travel	3,572	12,000	12,000	12,000
722100 Utilities	12,683	9,000	9,000	9,000
TOTAL SERVICES & SUPPLIES	71,342	140,166	140,166	140,166
OTHER CHARGES				
730330 Rents & Lease - Equipment	2,867	35,200	35,200	35,200
TOTAL OTHER CHARGES	2,867	35,200	35,200	35,200
<u>TOTAL EXPENDITURES</u>	<u>910,434</u>	<u>1,162,667</u>	<u>1,255,764</u>	<u>1,255,764</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-11,293</u>	<u>235,667</u>	<u>246,764</u>	<u>246,764</u>

DISTRICT ATTORNEY-WELFARE FRAUD

COMMENTS

Responsibility for the Welfare Fraud Investigators Unit was transferred to the District Attorney on October 24, 2000. This Unit investigates Welfare Fraud cases. This year’s changes reflect an adjustment in the size of the unit and the expected percentage of revenue to reflect current realities and expected reimbursement rates. These rates remain under discussion with DSS and the CFO.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
Requests for Investigation	442	450	450
Referred for Prosecution	8	10	12

ESTIMATED REVENUES

- 650800** **State – Pub Assist Admin** (\$285,000) represents the state reimbursement of total program costs. When combined with the federal reimbursement, the total offset is approximately 70%.

- 655000** **Federal – Pub Assist Admin** (\$724,000) represents the federal reimbursement of total program costs. When combined with the state reimbursement, the total offset is approximately 70%.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$625,728) are recommended reduced \$46,108 based on the cost of recommended staff.

- 710105** **Overtime** (\$20,000) is recommended unchanged to provide for night and weekend investigations.

- 710200** **Retirement** (\$287,972) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

- 710300** **Health Insurance** (\$114,725) is based on the employer’s share of health insurance premiums.

- 710400** **Workers’ Compensation** (\$28,853) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

DISTRICT ATTORNEY-WELFARE FRAUD

SERVICES & SUPPLIES

- 720300** **Communications** (\$6,000) is recommended unchanged based on current actual costs for cell phones for the investigators and office phones for staff. Cell phone cost for Verizon Wireless will be \$3,000. The remaining \$3,000 will be used for land line phones for the mountain office and SIU office.
- 720500** **Household Expense** (\$4,000) is recommended unchanged for janitorial and rug service.
- 720600** **Insurance** (\$3,076) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$700) is recommended unchanged for telephone and copy machine maintenance.
- 720900** **Maintenance - Structures & Grounds** (\$150) is recommended unchanged for building maintenance.
- 721100** **Memberships** (\$1,240) is recommended unchanged for Fraud Investigators dues (\$600), California Bar dues (\$480), and California District Attorneys' Association (\$160).
- 721300** **Office Expense** (\$6,000) is recommended unchanged for office supplies, shredding, postage, fax machine, and law books.
- 721400** **Professional & Specialized Services** (\$5,000) is recommended unchanged for alarm services (\$1,400), Madera Police Department Monitoring (\$50), and expert witness and new hire background fees (\$3,550).
- 721601** **Rents & Leases – Co Vehicles** (\$56,000) is recommended for rental and maintenance of eight (8) County vehicles from the Central Garage (\$56,000). The trucks will be used for an estimated 18,000 miles at a cost of \$11,000. The sedans will be used for an estimated 80,000 miles at a cost of \$45,000.
- 721900** **Special Departmental Expense** (\$37,000) is recommended unchanged for POST training, CWFIA training, and various equipment (badges, belt clips, handcuffs, ammunition, and radios). The POST training will be reimbursed by the State.
- 722000** **Transportation & Travel** (\$12,000) is recommended unchanged for mileage reimbursement, registration fees, and meals and lodging associated with staff travel to attend trainings/conferences. There will be at least two mandatory training events the Chief Criminal Investigator will attend.
- 722100** **Utilities** (\$9,000) is recommended unchanged for utility costs.

DISTRICT ATTORNEY-WELFARE FRAUD

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$35,200) is recommended for rental of a copy machine (\$4,000) and for lease of office space (\$31,200).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY-
WELFARE FRAUD (03550)**
Function: **Public Protection**
Activity: **Judicial - Other**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst or							
4126	Principal Admin Analyst	0.25	-	-	-	(0.25)	-	A
4130U	Fiscal Manager	-	-	0.25	-	0.25	-	A
4209	Chief DA Criminal Investigator	0.5	-	0.5	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	-	0.5	-	0.5	-	-	
1008	District Attorney	0.05	-	0.05	-	-	-	
3414	District Attorney Criminal Investigator or							
3468	Senior DA Criminal Investigator	3.0	3.5	3.0	3.5	-	-	
3341	Eligibility Worker I or							
3342	Eligibility Worker II or							
3343	Eligibility Worker III	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3669	Legal Secretary I or							
3653	Legal Secretary II	1.0	-	1.0	-	-	-	
3326	Supervising Deputy District Attorney	0.5	-	0.5	-	-	-	
3469	Supervising DA Criminal Investigator	0.5	0.5	0.5	0.5	-	-	
TOTAL		6.80	4.50	6.80	4.50	-	-	

NOTES:

A Reflects the conversion of one Principal Administrative Analyst position to Fiscal Manager; needed to manage one Business Systems Analyst, one Administrative Analyst, and one Legal Secretary for the District Attorney's Business Office.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DISTRICT ATTORNEY-COUNTY
 VICTIM SERVICES (03570)
 Function: Public Protection
 Activity: Judicial - Other
 Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 FED - OTHER	50,004	184,297	195,943	195,943
TOTAL INTERGOVERNMENTAL REVENUE	50,004	184,297	195,943	195,943
MISCELLANEOUS REVENUE				
673903 MISC REVENUE	98,092	0	0	0
TOTAL MISCELLANEOUS REVENUE	98,092	0	0	0
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFER IN	2,244	0	0	0
TOTAL OTHER FINANCING SOURCES	2,244	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>150,340</u>	<u>184,297</u>	<u>195,943</u>	<u>195,943</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	57,404	87,840	99,320	99,320
710200 Retirement	21,526	35,672	39,725	39,725
710300 Health Insurance	10,412	23,958	20,011	20,011
710400 Workers' Compensation Insurance	1,200	1,200	1,260	1,260
TOTAL SALARIES & EMPLOYEE BENEFITS	90,542	148,670	160,316	160,316
SERVICES & SUPPLIES				
720300 Communications	839	0	0	0
721300 Office Expense	2,654	0	0	0
721400 Professional & Specialized Services	34,458	19,158	19,158	19,158
721900 Special Departmental Expense	20,587	16,469	16,469	16,469
722000 Transportation & Travel	1,534	0	0	0
TOTAL SERVICES & SUPPLIES	60,072	35,627	35,627	35,627
<u>TOTAL EXPENDITURES</u>	<u>150,615</u>	<u>184,297</u>	<u>195,943</u>	<u>195,943</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>274</u>	<u>0</u>	<u>0</u>	<u>0</u>

DISTRICT ATTORNEY – COUNTY VICTIM SERVICES

COMMENTS

In May 2017, the District Attorney received a grant from the State of California Office of Emergency Services to establish a victim services program. This grant provides funds for a Victim Services Specialist and Legal Secretary to prioritize victims’ rights and ensure that best practices are applied to each service that Madera County provides within the criminal justice system. Through this victim services grant program, the District Attorney’s Victim Services Specialist assists victims of crime, their families, and/or witnesses, by providing mandated services of the Victim/Witness Assistance Program, pursuant to California Penal Code Section 13835 and the Victim’s Bill of Rights. These services include informing crime victims of program services, providing case status updates, referring crime victims to support services, explaining the process of the criminal justice system, accompanying victims and witnesses to court, processing U-VISA applications, facilitating participation in hearings for parole consideration, and assisting participants with claim applications.

With the new grant award extension, there will be no net county cost as this year’s program will be completely offset by grant funds.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
Victim/Witness Contacts	445	500	550
U-VISA applications	50	55	60

ESTIMATED REVENUES

657000 **FED – Other** (\$195,943) is recommended for the District Attorney’s receipt of federal reimbursement funds through the State of California Office of Emergency Services Victim Services Grant Program.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$99,320) are recommended increased \$11,480 based on cost of recommended staff.

710200 **Retirement** (\$39,725) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.

710300 **Health Insurance** (\$20,011) is based on the employer’s share of health insurance premiums.

710400 **Workers’ Compensation** (\$1,260) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

DISTRICT ATTORNEY – COUNTY VICTIM SERVICES

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$19,158) is recommended unchanged for services provided by the Marjaree Mason Center, a requirement for the execution of the grant award agreement.

721900 **Special Departmental Expense** (\$16,469) is recommended unchanged for expenses associated with the operation of the grant. Office rent (\$2,625), general office supplies (\$2,500), brochures and postage (\$1,450), landline and cellular phones (\$780), emergency housing for clients (\$3,000), emergency meals for clients (\$1,000), emergency transportation for clients (\$1,500), and training for Victim Advocate (\$3,614).

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DISTRICT ATTORNEY-
 COUNTY VICTIM SERVICES (03570)**
 Function: **Public Protection**
 Activity: **Judicial - Other**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3669	Legal Secretary I or							
3653	Legal Secretary II	1.0	-	1.0	-	-	-	
4208	Victim Services Specialist	1.0	-	1.0	-	-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>0.0</u>	<u>-</u>	

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CORONER
(04010)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620700 Other Licenses & Permits	40,862	42,000	59,000	59,000
TOTAL LICENSES, PERMITS & FRANCHISES	40,862	42,000	59,000	59,000
INTERGOVERNMENTAL REVENUE				
654000 State - Other	34,963	26,000	26,000	26,000
657000 Federal - Other	42,000	45,000	42,000	42,000
TOTAL INTERGOVERNMENTAL REVENUE	76,963	71,000	68,000	68,000
CHARGES FOR CURRENT SERVICES				
661100 Civil Process Services	2,625	3,000	3,000	3,000
661500 Law Enforcement Services	229,111	270,000	270,000	270,000
662700 Other Charges for Services	15	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	231,751	273,000	273,000	273,000
MISCELLANEOUS REVENUE				
672000 Other Sales	901	0	0	0
673000 Miscellaneous Revenue	20,640	10,000	15,600	15,600
TOTAL MISCELLANEOUS REVENUE	21,541	10,000	15,600	15,600
OTHER FINANCING SOURCES				
680200 Operating Transfers In	555,436	385,000	385,000	385,000
TOTAL OTHER FINANCING SOURCES	555,436	385,000	385,000	385,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>926,554</u>	<u>781,000</u>	<u>800,600</u>	<u>800,600</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CORONER
(04010)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	7,663,822	7,743,593	8,900,636	8,286,221
710103 Extra Help	410,733	380,000	380,000	380,000
710105 Overtime	486,661	503,800	672,500	503,800
710106 Standby & Night Premium	22,936	30,000	35,000	30,000
710107 Premium Pay	7,695	0	0	0
710110 Uniform Allowance	60,281	67,500	69,500	59,850
710111 Bonus	0	0	150,000	0
710200 Retirement	3,484,923	3,723,930	4,202,459	3,922,022
710300 Health Insurance	933,600	1,200,420	1,297,646	1,232,311
710400 Workers' Compensation Insurance	426,374	548,732	843,291	843,291
710500 Other Benefits	1,200	1,200	1,200	1,200
		(860,064)		
<i>FY 2022-23 Salary Savings 7.5%</i>				
<i>FY 2023-24 S&B Savings Target</i>				(1,610,000)
TOTAL SALARIES & EMPLOYEE BENEFITS	13,498,226	13,339,111	16,552,232	13,648,695
SERVICES & SUPPLIES				
720300 Communications	177,754	195,000	195,000	195,000
720305 Microwave Radio Services	122,791	114,667	122,791	122,791
720500 Household Expense	10,831	10,540	10,540	10,540
720600 Insurance	863,636	983,611	991,826	991,826
720601 General Insurance	2,717	2,250	2,717	2,717
720800 Maintenance - Equipment	96,054	153,400	153,400	153,400
720900 Maintenance - Buildings & Improvements	636	12,000	12,000	12,000
721100 Memberships	8,586	10,460	10,460	10,460
721300 Office Expense	49,173	24,000	30,000	30,000
721306 Eqpt < FA Limit	6,763	45,000	59,400	59,400
721307 Furn < FA Limit	0	35,000	35,000	35,000
721400 Professional & Specialized Services	335,827	436,260	438,326	438,326

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CORONER
(04010)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721500 Advertisements & Publications	905	0		
721601 Rents & Leases - Equipment	1,614,034	1,996,575	3,296,575	3,296,575
721800 Small Tools/Instruments	45	0	0	0
721900 Special Departmental Expense	341,276	277,058	350,000	350,000
722000 Transportation & Travel	189,504	175,000	200,000	200,000
722100 Utilities	163,889	155,000	165,018	165,018
TOTAL SERVICES & SUPPLIES	3,984,422	4,625,821	6,073,053	6,073,053
OTHER CHARGES				
730330 Rents & Leases - Equipment	712,387	797,600	726,830	726,830
TOTAL OTHER CHARGES	712,387	797,600	726,830	726,830
FIXED ASSETS				
740300 Equipment	360,456	25,000	25,000	25,000
TOTAL FIXED ASSETS	360,456	25,000	25,000	25,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	1,298	2,000	2,000	2,000
TOTAL INTRAFUND TRANSFERS	1,298	2,000	2,000	2,000
<u>TOTAL EXPENDITURES</u>	18,556,789	18,789,532	23,379,115	20,475,578
<u>NET COUNTY COST (EXP - REV)</u>	17,630,235	18,008,532	22,578,515	19,674,978

COMMENTS

The Sheriff is responsible for the enforcement of State and County laws, the prevention of crime, and apprehension of criminals as well as the County-wide enforcement of court orders and processing of civil writs. The Sheriff provides general law enforcement service for the County's unincorporated areas. The Sheriff's Department also provides criminal investigation, person identification, records, criminal warrant, and mortuary service for the entire County. As Coroner, the Sheriff investigates and determines the cause of death, in the absence of a physician, as the result of an accident or due to the criminal action or negligence of another person. The Sheriff's Department administers special funded programs and law enforcement grants that are appropriated in other budgets.

ESTIMATED REVENUES

- 620700** **Licenses and other permits** (\$59,000) is recommended based on the projected license and permit fees received in the current fiscal year.
- 654000** **State-Other** (\$26,000) is recommended and is based on the projected POST Training revenue reimbursements to be received in the budget year.
- 657000** **Federal-Other** (\$42,000) is recommended and based on the projected reimbursements to be received from the United States Forest Service (USFS).
- 661100** **Civil Process Services** (\$3,000) is recommended based on projected reimbursements to be received in the current budget year.
- 661500** **Law Enforcement Services** (\$270,000) is recommended based on projected reimbursements to be received for law enforcement services, which includes reimbursements from Hensley and Eastman Lakes, Chukchansi and various community and school events throughout the County.
- 673000** **Miscellaneous Revenue** (\$15,600) is recommended based on projected revenue received in the current budget year.
- 680200** **Operating Transfers In** (\$385,000) is recommended based on the projected available funds from the Criminal Justice Facility Fund (\$360,000) and Rural Small Counties Funds (\$25,000).

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$8,900,636) is recommended increased \$1,157,043 for the cost of employee compensation and recommended staffing levels and for addition of a Business System Analyst, and reclassifying/ moving a Public Records Safety Specialist from the Morgue to a Sr. Accounting Technician.
- 710103** **Extra Help** (\$380,000) is recommended unchanged. This line item also funds LE services at various school and community events throughout the County and in carrying out the following contracts and services:
- a. Contract with U.S. Forest Service to provide additional law enforcement for Bass Lake and Mammoth areas;
 - b. Contract with U.S. Forest Service to provide marijuana eradication; and
 - c. Contract with U.S. Army Corp of Engineers for law enforcement services at Hensley and Eastman Lakes.
- 710105** **Overtime** (\$672,500) is recommended increased \$168,700 based on hourly costs for dispatch and deputy overtime and current expenditures for covering open shifts created by injury or illness, unusual or significant criminal events, court appearances, special events and emergency disasters.
- 710106** **Standby & Night Premium** (\$35,000) is recommended increased \$5,000 based on current expenditures for premium pay for Range-Masters, K-9 Handlers, Bi-Lingual, and NET Investigators per the Memorandum of Understanding.
- 710110** **Uniform Allowance** (\$69,500) is recommended increased \$2,000 based on recommended staffing levels to provide uniform allowance for employees.
- 710111** **Bonus** (\$150,000) is recommended increased \$150,000 based on the hiring recruitment process to hire hard to fill positions.
- 710200** **Retirement** (\$4,202,459) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$1,297,646) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$843,291) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 710500** **Other Benefits** (\$1,200) is unchanged based on current Fiscal Year expenditures. This item reflects line item costs for elected expense and deferred compensation.

SERVICES & SUPPLIES

- 720300** **Communications** (\$195,000) is recommended unchanged based on current year expenditures, increase of patrol vehicles, expenses at the Ranchos Sub Station and the number of devices in the field. This costs also includes a data communications circuit with the Department of Justice telephone costs, CLETS Terminal warrant communications lines, vehicle cellular data, telephone service at the Oakhurst substations, and for the Live Scan Fingerprint System.

- 720305** **Microwave Radio Services** (\$122,791) is recommended based on authorized rates confirmed by IT. This is the Department's contribution to the Internal Service Fund and is based on the number of radios using the County's microwave radio network.

- 720500** **Household Expense** (\$10,540) is recommended unchanged and are for expenses incurred at the Sheriff Administrative building and Ranchos Sub Station for refuse disposal and household supplies.

- 720600** **Insurance** (\$991,826) reflects the Department's contribution to the County's Self-Insured Liability Program.

- 720601** **General Insurance** (\$2,717) is recommended increased \$467 for aircraft insurance.

- 720800** **Maintenance - Equipment** (\$153,400) is recommended unchanged to pay for the cost of fuel for non-300 vehicles. This also funds the service contract for microfish equipment, maintenance of the aircraft, cost of maintaining the 30 year old radio tower repeater/inline filter near deadwood and our Sheriff Office audio log.

- 720900** **Maintenance – Buildings & Improvements** (\$12,000) is recommended unchanged for special costs associated with occupancy of the Sheriff Administration building and Ranchos Sub Station.

- 721100** **Memberships** (\$10,460) is recommended unchanged for the following memberships:

California Crime Prevention Officer's Assoc (2 ea)	\$70	Fresno-Madera Chiefs Assn.	\$	500
Cal State Sheriff's Assn.	5,075	CA Law Enfor Assn. of Records CLEAR(6 clerks)		300
National Sheriffs Assn.	225	California Region V Office of Emergency		200
Warrant Officers Assn.	300	Public Safety Communications Assn. (2 ea)		100
Cal State Peace Officers Assn. (agency rate)	1,800	Cal National Emerg Number Assn. (2 ea)		200
California Emergency Services Assn. (up to 4)	260	Boating Safety Officer's Assn. (2 ea)		80
California Assn. of Tactical Officers (13 ea.)	195	Cal Criminal Justice Warrant Services Assn		75
California Assn of Hostage Negotiations (6@\$40)	240	Airborne Public Safety Association		90
California Assn of Property and Evidence (2@45)	90	FBI National Academy Associates (3@\$90)		270

SERVICES & SUPPLIES (continued)

721100 Memberships (continued)

Association of Threat Assessment Professionals	215	CLETS	175
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721300 Office Expense (\$30,000) is recommended increased \$6,000 based on current expenditures and projected need for general office supplies and equipment at the Sheriff Administrative Building and the Ranchos Sub Station.

721306 Equipment< FA Limit (\$59,400) is recommended increased \$14,400 to fund replacement equipment for Law Enforcement Personnel.

721307 Furniture< FA Limit (\$35,000) is recommended unchanged to pay for replacement office furniture for the Sheriff's Office facilities.

721400 Professional & Specialized Services (\$438,326) is recommended increased \$2,066 to pay for services with Mark43, Live 911, Transparency Engagement, CLEAR, Grey Key, Cellbrite, Rapid DNA, WAVE, and throw phone. This line item also pays for Psychological evaluations for new hires, reserves and employee promotions and polygraphs, backgrounds, sexual assault exams, etc. It also pays for all professional services such as our reverse 911 notification system, EIS, our policy maker software, etc.

721601 Rents & Leases - Co Vehicles (\$3,296,575) is recommended to pay for new vehicle mileage and the increased mileage rate at the Central for lease of vehicles.

721900 Special Departmental Expense (\$350,000) is recommended increased \$72,942 for increase costs of ammunition and supplies. It also funds small items and materials consumed during daily operations of the Sheriff's Office Administrative building and the Ranchos Sub Station. There is a need for additional ammo due to new Deputy positions within the Sheriff's Office.

<u>Description</u>	<u>2022-23</u> <u>Authorized</u>	<u>2023-24</u> <u>Recommended</u>
Deputy Sheriff Reserves	\$18,000	\$18,000
Search and Rescue	12,000	12,000
Special Weapons and Tactics Team	19,375	27,575
Diving Team / Rescue Equipment & Supplies	3,750	7,250
Volunteer Citizens on Patrol	6,000	7,500

SHERIFF-CORONER

SERVICES & SUPPLIES (continued)

721900 Special Departmental Expense (continued)

Consumable Supplies/Equipment (Safety Equip (Vests), Armory)	61,683	79,555
Ammunition	112,500	130,620
K-9 Program, K-9 care equipment, supplies, Insurance	10,625	12,500
Crime Prevention / Neighborhood Watch Program	3,500	3,500
Sheriff's Business Office Expenses	2,000	3,000
Dispatch Expenses, (channel card, supplies)	0	15,000
Informant, Vice Operations, Cellular Data Analysis Cost	2,000	2,000
Hand Held Radio/Taser Replacement	15,625	16,500
Ranchos Sub Station	<u>10,000</u>	<u>15,000</u>
Total	<u>\$277,058</u>	<u>\$350,000</u>

722000 Transportation & Travel (\$200,000) is recommended increased \$25,000 based on training needs of new hires, promoted staff, a County-wide workplace violence training, travel to Mammoth and current year expenditures.

722100 Utilities (\$165,018) is recommended increased \$10,018 based on current Fiscal Year expenditures to pay for water and power costs in Madera, Oakhurst and the new Ranchos Sub Station.

OTHER CHARGES

730330 Rents & Leases – Equipment (\$726,830) The remainder is based on copy machine rental charge, rent for range training site, Southern Edison, lease of a hangar for the aircraft, lease of Sheriff Administration Building and current FY expenditures. The cost of the Sheriff Administration Building Lease payment will be partially offset with operating transfers in of \$360,000 from the Criminal Justice Facility Fund.

▪ Copy machine rental charge (Central Services)	\$ 65,000
▪ Rental for Pistol Range, Marksmanship Training (12 days use)	5,400
▪ Southern Edison (music mountain)	4,800
▪ Sheriff Lease Building	720,000
▪ Lease of Hangar with City of Madera for aircraft	2,400

FIXED ASSETS

740300 **Fixed Assets** (\$25,000) is recommended to purchase the following Office System improvements

- Automation and Information Systems Upgrade Project (\$15,000) is recommended for the purchase of new and replacement equipment and IT systems (N) which enhance operations of the Department.
- Internal Systems/Equipment (\$10,000) is recommended for purchase of systems/appliances for efficient facilities (N).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CORONER
(04010)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II or					-	-	A
3353	Senior Accounting Technician	-	-	1.0		1.0		
3205	Administrative Analyst I or	-	-			-	-	
3206	Administrative Analyst II	1.0	-	1.0		-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or	-	-			-	-	
3209	Senior Administrative Analyst or	-	-			-	-	
4126	Principal Administrative Analyst	1.0	-	1.0		-	-	
3377	Business Systems Information Analyst I or		-			-	-	B
3378	Business Systems Information Analyst II	-	-	1.0		1.0	-	
3416	Community Service Officer	1.0	3.0	2.0	2.0	1.0	(1.0)	C
3227	Crime Scene Technician or					-	-	
3320	Crime Scene Specialist	2.0		2.0		-	-	
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	31.0	-	31.0		-	-	
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	0.5	-	0.5		-	-	
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	0.5	-	0.5		-	-	
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	0.5	-	0.5		-	-	
3610	Executive Assistant to the Sheriff	1.0	-	1.0		-	-	
3360	Information Technology Systems Analyst I or							
3361	IT Systems Analyst II or							
3316	Senior IT Systems Analyst	1.0	-	1.0				
3636	Program Assistant I or							

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CORONER
(04010)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

		2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions	
3637	Program Assistant II or		-				
3458	Public Safety Records Specialist	6.0		6.0		-	-
3356	Property and Evidence Technician	2.0	-	2.0		-	-
3667	Public Safety Dispatcher or	-	-			-	-
4600	Sr. Public Safety Dispatcher	12.0		12.0		-	-
3654	Senior Program Assistant or		-				-
4600	Public Safety Records Specialist	2.0	-	2.0		-	-
1013	Sheriff-Coroner	1.0	-	1.0		-	-
4207	Sheriff's Commander	2.0	-	2.0		-	-
3327	Sheriff's Corporal	10.0	-	11.0		1.0	- D
3677	Sheriff's Dept Public Information Officer	1.0	-	1.0		-	-
3251	Sheriff's Lieutenant	3.0	-	3.0		-	-
3321	Sheriff's Sergeant	12.0	1.0	12.0	1.0	-	-
3668	Supervising Public Safety Dispatcher	1.0	-	1.0		-	-
0115	Undersheriff	1.0	-	1.0		-	-
4130U	Fiscal Manager	1.0	-	1.0		-	-
3728	Sheriff's Administrative Services Manager	1.0	-	1.0		-	-
TOTAL		94.5	4.0	98.5	3.0	4.0	(1.0)

NOTES:

- A** One Senior Program Assistant from 04034 reclassified to Senior Accounting Technician
- B** Add one Business Systems Analyst for IT Unit
- C** Fund one unfunded Community Services Officer
- D** Add one Sheriff's Corporal for Investigation Unit

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-Mono Wind
 (04018)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 State- Other	0	525,000	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	525,000	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	175,000	0	0
TOTAL OTHER FINANCING SOURCES	0	175,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>700,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	105,456	700,000	0	0
721900 Special Department Expense	20	0	0	0
TOTAL SERVICES & SUPPLIES	105,476	700,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>105,476</u>	<u>700,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>105,476</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF- MONO WIND

COMMENTS

This budget was established in Fiscal Year 2021-22 to contract services to clean up debris, down trees, and road repairs due to the Mono Wind Event. Governor Newsom declared a state of emergency for Madera and Mariposa Counties for this event on June 22nd, 2021. The Sheriff's Office will be receiving FEMA funds to cover up to 75% of the costs.

This budget was closed in Fiscal Year 2023-24.

ESTIMATED REVENUES

654000 ST – OTHER (\$0) is recommended based on the projected reimbursements from the California Office of Emergency Services.

680200 OPERATING TRANSFER IN (\$0) is not recommended for fiscal year 2023-24.

SERVICES & SUPPLIES

721400 Professional and Specialized Services (\$0) is not recommended established to pay for debris clean up, tree removal, and road repairs.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- TESORO VIEJO
 DEVELOPMENT (04019)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
661500 Law Enforcement Services	0	269,413	314,661	314,661
TOTAL OPERATING TRANSFERS IN	0	269,413	314,661	314,661
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>269,413</u>	<u>314,661</u>	<u>314,661</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	5,589	141,148	172,035	172,035
710105 Overtime	3,313	10,000	10,000	10,000
710106 Stand-by Pay	0	4,000	4,000	4,000
710107 Premium Pay	0	4,000	4,000	4,000
710110 Uniform Allowance	75	1,800	1,800	1,800
710200 Retirement	3,022	70,757	86,241	86,241
710300 Health Insurance	1,455	36,458	35,335	35,335
710400 Workers' Compensation Insurance	0	1,000	1,000	1,000
TOTAL SALARIES & EMPLOYEE BENEFITS	13,454	269,163	314,411	314,411
SERVICES & SUPPLIES				
720600 Insurance	0	50	50	50
722016 Reimburse Day Meals	0	200	200	200
TOTAL SERVICES & SUPPLIES	0	250	250	250
<u>TOTAL EXPENDITURES</u>	<u>13,454</u>	<u>269,413</u>	<u>314,661</u>	<u>314,661</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>13,454</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – TESORO VIEJO DEVELOPMENT

COMMENTS

This budget was developed mid-year FY 2021-22 and funds two Deputy Sheriffs. These Deputies will provide law enforcement services at Tesoro Viejo Development, a new subdivision at the corner of HWY 41 and Avenue 15 per the development agreement on file with the Clerk of the Board of Supervisors.

ESTIMATED REVENUES

661500 **Law Enforcement Services** (\$314,661) is recommended and is based on the current agreement for law enforcement services.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$172,035) are recommended based on the cost of recommended staffing.
- 710105** **Overtime** (\$10,000) is recommended based on anticipated expenditures.
- 710106** **Stand-By Pay** (\$4,000) is recommended based on anticipated expenditures.
- 710107** **Premium Pay** (\$4,000) is recommended based on anticipated expenditures.
- 710110** **Uniform Allowance** (\$1,800) is recommended for uniform expense for safety employees.
- 710200** **Retirement** (\$86,241) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300** **Health Insurance** (\$35,335) is based on the employer’s share of health insurance premiums.
- 710400** **Workers’ Compensation** (\$1,000) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720600** **Insurance** (\$50) reflects the Department’s contribution to the County’s Self-Insured Liability Program.
- 722016** **Reimburse Day Meals** (\$250) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-TESORO VIEJO DEVELOPMENT
 (04019)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or	-	-	-	-	-	-	
3412	Deputy Sheriff II	2.0	-	2.0	-	-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-EMPG EMERG
 PLANNING (04023)
 Function: Public Protection
 Activity: Police Protection
 Fund: General Fund
 50% CalOES EMPG Grant

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal Other Revenue	151,773	480,441	558,653	558,653
TOTAL INTERGOVERNMENTAL REVENUE	151,773	480,441	558,653	558,653
MISCELLANEOUS REVENUE				
673800 PY Cancel	90	0	0	0
TOTAL MISCELLANEOUS REVENUE	90	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>151,863</u>	<u>480,441</u>	<u>558,653</u>	<u>558,653</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	163,116	174,387	194,600	194,600
710104 Temporary	356		174,720	174,720
710105 Overtime	43,086	60,000	60,000	60,000
710106 Standby Pay	3,431	0	0	0
710110 Uniform Allowance	950	951	951	951
710200 Retirement	75,042	81,648	91,740	91,740
710300 Health Insurance	26,995	36,458	35,336	35,336
710400 Worker's Compensation	1,140	1,140	1,197	1,197
<i>FY 2023-24 S&B Savings Target</i>				(38,601)
TOTAL SALARIES & EMPLOYEE BENEFITS	314,117	354,584	558,544	519,943
SERVICES & SUPPLIES				
720300 Communications	15,642	15,000	15,000	15,000
720305 Microwave Radio Services	8,000	8,000	8,000	8,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-EMPG EMERG
PLANNING (04023)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General Fund
50% CalOES EMPG Grant**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SERVICES & SUPPLIES (continued)				
720800 Maintenance - Equipment	48	0	0	0
721300 Office Expense	5,606	8,000	8,000	8,000
721306 EQPT<FA Limit	0	20,000	20,000	20,000
721400 Prof & Spec Svs	0	3,000	3,000	3,000
721601 Rents & Leases - Co Vehicle	0	2,000	4,000	4,000
721900 Special Departmental Expense	56,620	75,000	75,000	75,000
722000 Transportation & Travel	3,711	5,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	89,627	136,000	138,000	138,000
 FIXED ASSETS				
740300 Equipment/Furniture	113,592	212,380	100,000	100,000
TOTAL SERVICES & SUPPLIES	113,592	212,380	100,000	100,000
<u>TOTAL EXPENDITURES</u>	<u>517,337</u>	<u>702,964</u>	<u>796,544</u>	<u>757,943</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>365,474</u>	<u>222,523</u>	<u>237,891</u>	<u>199,290</u>

SHERIFF – EMPG – EMERG PLANNING

COMMENTS

This budget provides funding for the Madera Office of Emergency Services (OES) under Org Key 04023. California OES provides pass-through funds from the Federal government to support proactive planning for all disasters. The Emergency Management Performance Grant (EMPG) allows the County to prepare the Emergency Management Plan and other plans, and to work on preemptive mitigation of hazards known to threaten infrastructure. Madera County OES is recognized by the State and Federal Government as the Madera Operational Area for purposes of administering the Robert Stafford Act. In an emergency, the Sheriff is the Director of Emergency Operations and the executive of the Madera Operational Area under County Ordinance. EMPG rules require an equal match of local (General Fund) money.

ESTIMATED REVENUES

657024 **FED – FEMA & OES GRANT** (\$558,653) is recommended based on the projected pass through of federal reimbursements from the State of California Office of Emergency Services (OES).

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$194,600) is recommended increased based on recommended staffing and adding an OES Analyst to assist the Sergeant with State and Federal reimbursements.

710104 **Temp Salaries** (\$174,720) is recommended increased \$174,720 to fund four extra help Emergency Services Technicians.

710105 **Overtime** (\$60,000) is recommended unchanged for expected overtime of EMPG project staff during emergencies.

710110 **Uniform Allowance** (\$951) is recommended unchanged for uniform expenses for the safety officer.

710200 **Retirement** (\$91,740) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$35,336) is based on the employer's share of health insurance premiums.

710400 **Worker's Compensation** (\$1,197) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF – EMPG – EMERG PLANNING

SERVICES & SUPPLIES

- 720300** **Communications** (\$15,000) is recommended unchanged based on projected expenses.
- 720305** **Microwave Radio Services** (\$8,000) is recommended unchanged to fund the unit's contribution to the Internal Service Fund based on the number of radios assigned to Emergency Service.
- 721300** **Office Expense** (\$8,000) is recommended unchanged based on projected need.
- 721306** **Eqpt < FA Limit** (\$20,000) is recommended unchanged based on project need for tools and small communications system investments.
- 721400** **Professional & Special Services** (\$3,000) is recommended unchanged for special data services expense.
- 721601** **Rents & Leases – Co Vehicle** (\$4,000) is recommended increased \$2,000 based on current mileage rates.
- 721900** **Special Departmental Expense** (\$75,000) is recommended unchanged based on projected need to provide small tools and equipment.
- 722000** **Transportation & Travel** (\$5,000) is recommended unchanged to support special emergency skills training costs; the Board is advised that some required travel may be out-of-state.

FIXED ASSETS

- 740300** **Fixed Assets** (\$100,000) is recommended to purchase equipment specified on the Cal OES EMPG Grants, which include a Light Rescue Vehicle, Portable Repeater, and Remote Wireless Communications System.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-EMPG EMERG
 PLANNING (04023)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General Fund
 50% CalOES EMPG Grant**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3321	Sheriff's Sergeant	1.0	-	1.0		-	-	
3205	Administrative Analyst I							
3206	or Administrative Analyst II	1.0	-	1.0		-	-	
TOTAL		2.0	-	2.0	-	-	-	

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: SHERIFF-BASS LAKE
OPERATIONS (04030)
Function: Public Protection
Activity: Police Protection
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620701 Boat Licenses	83,297	160,000	180,000	180,000
TOTAL LICENSES, PERMITS & FRANCHISES	83,297	160,000	180,000	180,000
OTHER FINANCING SOURCES				
657000 Federal - Other	0	300,000	0	0
TOTAL OTHER FINANCING SOURCES	0	300,000	0	0
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	186,529	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	186,529	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>269,826</u>	<u>460,000</u>	<u>180,000</u>	<u>180,000</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	490,160	541,901	580,785	580,785
710103 Extra Help	6,637	47,000	40,000	40,000
710105 Overtime	38,638	35,000	35,000	35,000
710106 Standby Pay	236	0	0	0
710110 Uniform Allowance	5,172	5,850	5,850	5,850
710200 Retirement	240,410	271,655	291,174	291,174
710300 Health Insurance	34,296	77,312	109,016	109,016
710400 Workers' Compensation Insurance	2,710	3,496	4,441	4,441
<i>FY 2023-24 S&B Savings Target</i>				(117,717)
TOTAL SALARIES & EMPLOYEE BENEFITS	818,258	982,214	1,066,266	948,549
SERVICES & SUPPLIES				
720300 Communications	0	2,500	2,500	2,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: SHERIFF-BASS LAKE
OPERATIONS (04030)
Function: Public Protection
Activity: Police Protection
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SERVICES & SUPPLIES (continued)				
720305 Microwave Radio Services	3,000	3,000	3,000	3,000
720600 Insurance	453	593	599	599
720601 Insurance Premium	1,580	1,971	1,971	1,971
720800 Maintenance - Equipment	23,311	25,000	25,000	25,000
720900 Maintenance - Structures & Grounds	0	10,000	10,000	10,000
721300 Office Expense	3,838	4,000	4,000	4,000
721306 Equipment<FA Limit	0	3,000	3,000	3,000
721601 Rents & Leases - Co Vehicles	27,660	64,619	95,301	95,301
721900 Special Departmental Expense	66,805	75,000	75,000	75,000
722000 Transportation/Travel/Educ	7,124	10,000	10,000	10,000
722100 Utilities	2,452	5,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	136,223	204,683	235,371	235,371
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	18,980	21,980	21,980
TOTAL OTHER CHARGES	0	18,980	21,980	21,980
<u>TOTAL EXPENDITURES</u>	954,482	1,205,877	1,323,617	1,205,900
<u>NET COUNTY COST (EXP - REV)</u>	684,656	745,877	1,143,617	1,025,900

SHERIFF – BASS LAKE OPERATIONS

COMMENTS

This budget, Org 04030, includes the cost of lake patrol, boat registration, safety work and facilities maintenance at Bass Lake during the summer season. This budget is intended to be reimbursed by boat permit fees. Four Deputy Sheriff's and One Sergeant are assigned to Bass Lake Operations for six months and perform duties with the Patrol Division for the balance of the year.

ESTIMATED REVENUES

620701 **Boat Licenses** (\$180,000) is recommended based on projected boat license fees to be collected.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$580,785) is recommended increased \$38,884 based on recommended staffing at the lake.

710103 **Extra Help** (\$40,000) is recommended reduced \$7,000. The account will fund Extra Help Deputy Sheriffs.

710105 **Overtime** (\$35,000) is recommended unchanged based on current Fiscal Year expenditures and lake service needs.

710110 **Uniform Allowance** (\$5,850) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$291,174) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$109,016) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$4,441) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$2,500) is recommended unchanged for cell phone service for Bass Lake and Mammoth Deputies and internet access to patrol boats.

SHERIFF – BASS LAKE OPERATIONS

SERVICES AND SUPPLIES (continued)

- 720305** **Microwave Radio Services** (\$3,000) is recommended unchanged as the Department’s contribution to the Internal Service Fund based on the number of radios in this program utilizing the County’s microwave radio network.
- 720600** **Insurance** (\$599) reflects the Department’s contribution to the County’s Self-Insured Liability Program.
- 720601** **Insurance Premium** (\$1,971) is recommended unchanged for watercraft insurance for County boats operated at Bass Lake.
- 720800** **Maintenance - Equipment** (\$25,000) is recommended unchanged based on operating and maintaining three patrol boats and two jet skis. Funds are budgeted in this account for the continued replacement of buoys. This account also allows the purchase of fuel.
- 720900** **Maintenance - Structures and Grounds** (\$10,000) is recommended unchanged for planned facilities improvements.
- 721300** **Office Expense** (\$4,000) is recommended unchanged to pay for printing of boat registration and safety booklets and expenses for Eastern Madera County Deputies.
- 721306** **Eqpt < FA Limit** (\$3,000) is recommended unchanged for the purchase of equipment needed for the new boat purchased in Fiscal Year 2017-18.
- 721601** **Rents & Leases – Co Vehicles** (\$95,301) is recommended increased \$30,682 based on the mileage increase and rental of vehicles from the Fleet Services for Boat Deputies and Eastern Madera County Deputies.
- 721900** **Special Departmental Expense** (\$75,000) is recommended unchanged for miscellaneous supplies and equipment to be purchased for the new boat and based on current Fiscal Year expenditures for life jackets, rope bumpers, first aid supplies, chairs, fire extinguishers, etc. and expenses for new Eastern Madera County Deputies.
- 722000** **Transportation/Travel/Educ** (\$10,000) is recommended increased based on current year expenditures and training for Deputies working the lake.
- 722100** **Utilities** (\$5,000) is recommended unchanged for utilities.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$21,980) is recommended to pay for the lease of the Boat Docks and office space at the lake.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-BASS LAKE
OPERATIONS (04030)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	0.5	-	0.5		-	-	
3411	Deputy Sheriff I or					-		
3412	Deputy Sheriff II	0.5	-	0.5		-	-	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	0.5	-	0.5		-	-	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	4.0	-	4.0		-	-	
3321	Sheriff's Sergeant	1.0	-	1.0		-	-	
TOTAL		6.5	-	6.5	-	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-CANINE PROGRAM
 GRANT (04033)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 Contributed Funds

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	0	41,000	43,000	43,000
TOTAL MISCELLANEOUS REVENUE	0	41,000	43,000	43,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>41,000</u>	<u>43,000</u>	<u>43,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	3,830	33,000	35,000	35,000
721900 Special Departmental Expense	1,693	5,000	5,000	5,000
722000 Trans/Travel/Educ	0	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	5,523	41,000	43,000	43,000
<u>TOTAL EXPENDITURES</u>	<u>5,523</u>	<u>41,000</u>	<u>43,000</u>	<u>43,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>5,523</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF– CANINE PROGRAM

COMMENTS

This budget implements a community-supported investment in a sustained Law Enforcement Canine Program Org Key 04033. In 2016, using funds received from public contributions, the Sheriff requested that this budget be organized to allow a continuing effort to enhance safety services through the purchase and training of animals that support investigations and assist in Search and Rescue.

ESTIMATED REVENUES

673000 Miscellaneous Revenue (\$43,000) is recommended based on the available community investment and donations in the budget year.

SERVICES & SUPPLIES

721400 Professional & Specialized Services (\$35,000) is recommended increased \$3,000 for medical costs and animal training.

721900 Special Departmental Expense (\$5,000) is recommended based on current Fiscal Year expenditures.

722000 Transportation/Travel/Education (\$3,000) is recommended based on current Fiscal Year expenditures.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-MORGUE
OPERATIONS (04034)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Coroner Fees**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620700 Other Licenses & Permits	162	0	0	0
TOTAL LICENSES, PERMITS & FRANCHISES	162	0	0	0
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	35,133	38,000	38,000	38,000
TOTAL CHARGES FOR CURRENT SERVICES	35,133	38,000	38,000	38,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	310	0	0	0
TOTAL MISCELLANEOUS REVENUE	310	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	5,000	0	0	0
TOTAL FOR OTHER FINANCING SOURCES	5,000	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>40,605</u>	<u>38,000</u>	<u>38,000</u>	<u>38,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	229,114	311,460	422,966	324,220
710105 Overtime	6,183	14,000	14,000	14,000
710106 Standby Pay	12,354	15,000	15,000	15,000
710110 Uniform Allowance	1,576	2,700	2,700	2,700
710200 Retirement	89,293	151,287	184,222	131,665
710300 Health Insurance	43,484	66,632	77,165	77,165
710400 Workers' Compensation Insurance	1,500	1,500	1,575	1,575
FY 2023-24 S&B Savings Target				(63,967)
TOTAL SALARIES & EMPLOYEE BENEFITS	383,504	562,579	717,628	502,358

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-MORGUE
OPERATIONS (04034)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Coroner Fees**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SERVICES & SUPPLIES				
720300 Communications	6,031	10,000	10,000	10,000
720305 Microwave Radio Services	2,000	2,000	2,000	2,000
720400 Food	0		0	0
720500 Household Expense	14,076	20,000	30,000	30,000
720600 Insurance	82	82	82	82
720800 Mtce Equipment	1,080	4,500	4,500	4,500
720900 Mtce Bldgs & Improve	0	500	500	500
721100 Memberships	200	900	900	900
721300 Office Expense	252	2,500	2,500	2,500
721400 Professional & Specialized Services	279,851	300,000	440,000	440,000
721600 Rents & Leases - Equip	0	0	0	0
721601 Rents & Leases - Co Vehicle	9,141	40,000	63,200	63,200
721700 Rents & Leases - Building	0	0	0	0
721800 Small Tools & Instruments	261	0	0	0
721900 Special Departmental Expense	9,799	60,000	60,000	60,000
722000 Transportation & Travel	3,593	8,000	8,000	8,000
722100 Utilities	17,094	25,000	25,000	25,000
TOTAL SERVICES & SUPPLIES	343,460	473,482	646,682	646,682
OTHER CHARGES				
730330 Rents & Leases - Equipment	49,543	60,000	60,000	60,000
TOTAL OTHER CHARGES	49,543	60,000	60,000	60,000
FIXED ASSETS				
740301 Eqpt>\$5,000	0	0	10,000	10,000
TOTAL FIXED ASSETS	0	0	10,000	10,000
OTHER FINANCING USES				
750121 Operating Transfer Out - Capital Project	0	0	0	0
TOTAL OTHER FINANCING USES	0	0	0	0

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-MORGUE
 OPERATIONS (04034)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 Coroner Fees

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
FIXED ASSETS				
740300 Equipment	0	0	0	0
TOTAL FIXED ASSETS	0	0	0	0
<u>TOTAL EXPENDITURES</u>	776,508	1,096,061	1,434,310	1,219,040
<u>NET COUNTY COST (EXP - REV)</u>	<u>735,903</u>	<u>1,058,061</u>	<u>1,396,310</u>	<u>1,181,040</u>

SHERIFF- MORGUE OPERATIONS

COMMENTS

The Sheriff-Coroner is responsible for the investigation of deaths in this county. The Board of Supervisors provides resources to allow for this function. In Fiscal Year 2015-16, a decision was made to establish a morgue operation and to discontinue the long practice of contracted post-mortem services. Towards that purpose, the County is leasing space for post-mortem facilities and investigation. In Fiscal Year 2016-17, such costs were organized under budget 04034. Certain Coroner services income previously realized in the Sheriff's Operations budget 04010 will now provide revenue to the Morgue Operations Budget.

As Coroner, the Sheriff investigates and determines the cause of death, in the absence of a physician, as the result of an accident or due to the criminal action or negligence of another person.

ESTIMATED REVENUES

662705 **Coroner Fees** (\$38,000) is recommended unchanged and is based on the projected amount of Coroner Fees received in the budget year.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$422,966) is recommended increased \$111,506 based on the cost of recommended staffing levels.

710105 **Overtime** (\$14,000) is recommended unchanged for extended service investigations, unusual crimes, and court appearances.

710106 **Standby Pay** (\$15,000) is recommended unchanged based on current staffing levels.

710110 **Uniform Allowance** (\$2,700) is recommended unchanged based on recommended staffing levels.

710200 **Retirement** (\$184,222) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$77,165) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,575) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF- MORGUE OPERATIONS

SERVICES & SUPPLIES

- 720300** **Communications** (\$10,000) is recommended unchanged based on anticipated expenditures for telephone, alarm and data costs in the new Morgue building.
- 720305** **Microwave Radio Services** (\$2,000) is recommended unchanged for the Morgue's contribution to the Microwave Radio Internal Service Fund.
- 720500** **Household Expense** (\$30,000) is recommended increased \$30,000 for Morgue building refuse disposal and household supplies.
- 720600** **Insurance** (\$82) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$4,500) is recommended unchanged for maintaining morgue equipment for the new morgue building.
- 720900** **Maintenance – Building & Improvements** (\$500) is recommended unchanged for maintenance of the new Morgue building.
- 721100** **Memberships** (\$900) is recommended unchanged for membership in California State Coroner's Association for three Deputy Coroners.
- 721300** **Office Expense** (\$2,500) is recommended unchanged for general office supplies and equipment.
- 721400** **Professional & Specialized Services** (\$440,000) is recommended increased \$140,000 based on current Fiscal Year expenditures for technical services including Pathologist, special reports, mortuary services (estimated coroner cases per year - 550) and other Mortuary, Laboratory and Medical services for the Morgue. Our current contract for NAAG for Forensic Pathology Services makes up \$360,000 of this figure.
- 721601** **Rents & Leases – Co Vehicle** (\$63,200) is estimated increased \$23,200 due to mileage increase from Fleet Services and the Corporal position placed at the Morgue. The mileage is used by the Sergeant, Senior Deputy Coroner, three Deputy Coroners, and mileage on transportation vehicles.
- 721900** **Special Departmental Expense** (\$60,000) is recommended unchanged based on current Fiscal Year expenditures. This line item pays for expendible mortuary supplies, small tools and equipment utilized at the Morgue.

SHERIFF- MORGUE OPERATIONS

SERVICES & SUPPLIES (continued)

- 722000** **Transportation & Travel** (\$8,000) is recommended unchanged based on current Fiscal Year expenditures for technical training and special travel expenses for Deputy Coroners.
- 722100** **Utilities** (\$25,000) is recommended unchanged to pay for utilities at the Morgue.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$60,000) is recommended based on current Fiscal Year expenditures for monthly lease payments on the Morgue Operations Building.

FIXED ASSETS

- 740301** **Equipment** (\$10,000) is recommended increased \$10,000 for purchase of a microscope to assist with examinations.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-MORGUE
OPERATIONS (04034)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Coroner Fees**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3428	Deputy Coroner	2.0	-	2.0	-	-	-	
3428	Deputy Coroner or							
3727	Senior Deputy Coroner	2.0	-	2.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Senior Program Assistant	1.0	-	-	-	(1.0)	-	A
3321	Sheriff's Sergeant	-	1.0	1.0	-	1.0	(1.0)	B
TOTAL		5.0	1.0	5.0	-	-	(1.0)	

NOTES:

- A** Sr. Program Assistant moved to Sr Accounting Technician in 04010
- B** Position funded in 22/23

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-Explorer Program
 (04037)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673300 CONTRIBUTIONS & DONATIONS	0	10,000	10,000	10,000
TOTAL MISCELLANEOUS REVENUE	0	10,000	10,000	10,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	0	6,000	6,000	6,000
722000 Transportation & Travel	0	4,000	4,000	4,000
TOTAL SERVICES & SUPPLIES	0	10,000	10,000	10,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

The Explorer Program is a community-supported program under the supervision of the Sheriff’s Office. The funds are donations made by the community or earned by the unit to be used specifically by the Explorer Program to support their respective missions and/or goals.

ESTIMATED REVENUES

673300 **CONTRIBUTIONS & DONATIONS** (\$10,000) is recommended based on the projected contributions and donations received for the Sheriff Explorer Program in the budget year.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$6,000) is recommended for expenses incurred during Fiscal Year 2023-24 for the Explorer Program.

722000 **Transportation and Travel Expense** (\$4,000) is recommended for travel expenses incurred during Fiscal Year 2023-24 for the Explorer Program.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-Search and Rescue
 (04038)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673300 CONTRIBUTIONS & DONATIONS	0	3,000	3,000	3,000
TOTAL MISCELLANEOUS REVENUE	0	3,000	3,000	3,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	0	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	0	3,000	3,000	3,000
TOTAL EXPENDITURES	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget implements community donations and funds earned by their unit to support investments in the County Search and Rescue (SAR) Program Org Key 04038. State Government Code places Search and Rescue responsibility under the County Sheriff. The SAR Program purchases needed equipment and supplies to maintain or increase current capabilities using funds received from public contributions or earned by their unit. The Sheriff’s Office maintains this budget to allow a continuing effort to enhance SAR services through on-going equipment and supply purchases and training for the Search and Rescue Program.

ESTIMATED REVENUES

673300 **CONTRIBUTIONS & DONATIONS** (\$3,000) is recommended based on the projected contributions and donations to be received for the Sheriff Search and Rescue Program in the budget year.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$3,000) is recommended for expenses incurred during Fiscal Year 2023-24 for the Search and Rescue Program.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-EMERG
 OPERATIONS (04041)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	1,659,040	600,000	600,000	600,000
TOTAL FOR INTERGOVERNMENTAL REVENUE	1,659,040	600,000	600,000	600,000
MISCELLANEOUS REVENUE				
673903 Miscellaneous Reimbursement & Refunds	689	0	0	0
TOTAL FOR MISCELLANEOUS REVENUE	689	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,659,729</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	62,581	250,000	250,000	250,000
TOTAL SALARIES & EMPLOYEE BENEFITS	62,581	250,000	250,000	250,000
SERVICES & SUPPLIES				
721300 Office Expense	996	0	0	0
721900 Special Departmental Expense	506,101	190,000	190,000	190,000
722000 Transportation/Travel	891			
TOTAL SERVICES & SUPPLIES	507,988	190,000	190,000	190,000
FIXED ASSETS				
740300 Equipment	513,612	160,000	160,000	160,000
TOTAL FIXED ASSETS	513,612	160,000	160,000	160,000
<u>TOTAL EXPENDITURES</u>	<u>1,084,181</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(575,548)</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF- EMERGENCY OPERATIONS

COMMENTS

The Sheriff-Coroner is the Director of Emergency Operations for Madera County. The Director assures that all significant events are managed using standards established under the Incident Command System. In Fiscal Year 2015-16, the Board established appropriations under budget organization 04041 for significant events that resulted in unexpected expenses not funded under the Department's normal operating accounts. Appropriations in the accounts of the Emergency Operations budget are available for unique and expanding events. All appropriations are funded by previously received reimbursements under the Stafford Act or the California Disaster Assistance Act. The reimbursements are already on-hand. Purchases and expenses in this budget are controlled here to allow accurate recovery under Federal/State programs.

ESTIMATED REVENUES

657000 Federal Other (\$600,000) is recommended based on the projected reimbursements from the California Disaster Assistance Act.

SALARIES & EMPLOYEE BENEFITS

710105 Overtime (\$250,000) is recommended established to pay for county personnel that have responded to significant emergency events.

SERVICES & SUPPLIES

721900 Special Departmental Expense (\$190,000) is recommended for purchases in furtherance of emergency response.

FIXED ASSETS

740300 Equipment (\$160,000) is recommended for the purchase of emergency equipment.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-CaIOES
 #2018-0054 (04044)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2018-0054 Grant

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	0	211,629	0	0
TOTAL INTERGOVERNMENTAL REVENUE	0	211,629	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	810,406	0	0	0
TOTAL OTHER FINANCING SOURCES	810,406	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>810,406</u>	<u>211,629</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
FIXED ASSETS				
740300 Equipment	0	211,629	0	0
TOTAL FIXED ASSETS	0	211,629	0	0
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>211,629</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(810,406)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget implements State Homeland Security Grant #2018-0054 program under Org Key 04044. The Grant includes three-year funding for equipment, training, and services to enhance public agency response to terrorism. Funding for the program originates at the Federal level and is allocated to local agencies by the State. Funding for expenditures in this budget request have been approved and authorized by the State under the State Homeland Security Grant Program (SHSGP). Each year, SHSGP funds are appropriated by the regional Anti-Terrorism Task Force (ATTF). Under federal law, the authority to appropriate these funds resides with the ATTF and is mandated to include Directors of Public Safety and Public Health executives. The Sheriff, Fire/Police Chiefs, and Public Health Director serve on the Madera ATTF.

The SHSGP has no cash match.

The grant ended in Fiscal Year 2022-23.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$0) is not recommended for Fiscal Year 2023-24.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$0) is not recommended.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF- FED DOM
CANNABIS ERAD (04046)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
FED DESCP Grant**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	40,571	148,000	125,000	125,000
TOTAL INTERGOVERNMENTAL REVENUE	40,571	148,000	125,000	125,000
CHARGES FOR CURRENT SERVICES				
661500 Law Enforcement Services	39,062	0	0	0
TOTAL FOR CHARGES FOR CURRENT SERVICES	39,062	0	0	0
MISCELLANEOUS REVENUE				
673800 PY Cancel Warrants	98	0	0	0
TOTAL FOR MISCELLANEOUS REVENUE	98	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>79,731</u>	<u>148,000</u>	<u>125,000</u>	<u>125,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	36,694	73,000	45,000	45,000
TOTAL SALARIES & EMPLOYEE BENEFITS	36,694	73,000	45,000	45,000
SERVICES & SUPPLIES				
720300 Communications	380	500	500	500
721400 Professional & Specialized Services	79,700	50,000	59,000	59,000
721900 Special Departmental Expense	10,353	19,000	15,000	15,000
722000 Transportation & Travel	0	5,500	5,500	5,500
TOTAL SERVICES & SUPPLIES	90,433	75,000	80,000	80,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- FED DOM
 CANNABIS ERAD (04046)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 FED DESC P Grant

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
FIXED ASSETS				
740301 Fixed Assets	7,545	0	0	0
TOTAL FIXED ASSETS	7,545	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>134,673</u>	<u>148,000</u>	<u>125,000</u>	<u>125,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>54,942</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget funds the operation of the Sheriff’s Domestic Cannabis Eradication and Suppression Program (DCESP) under Org Key 04046, created by the Board in Fiscal Year 2009-10. The program receives Federal Department of Justice reimbursement funds for the active investigation and suppression of marijuana production in the County. Funds are used for overtime expenses, equipment, training, and helicopter flights.

The program does not require a County General Fund cash match.

ESTIMATED REVENUES

657000 **Federal – Other** (\$125,000) is based on anticipated reimbursements from the United States Department of Justice.

SALARIES & EMPLOYEE BENEFITS

710105 **Overtime** (\$45,000) is recommended reduced by \$28,000 based on prior years’ cost of Deputy Sheriffs working the program on an overtime basis.

SERVICES & SUPPLIES

720300 **Communications** (\$500) is recommended unchanged for cell phone services.

721400 **Professional & Specialized Services** (\$59,000) is recommended increased by \$9,000 to fund contracted flight services.

721900 **Special Departmental Expense** (\$15,000) is recommended reduced \$4,000 to fund purchases of small tools, uniform items, safety, and other special equipment.

722000 **Transportation and Travel Expense** (\$5,500) is recommended unchanged for training and travel for assigned deputies working on the program.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF- Tobacco Fund
Grant (04047)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
ST Tobacco Grant**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 ST-Grant Revenue	0	0	149,215	149,215
TOTAL INTERGOVERNMENTAL REVENUE	0	0	149,215	149,215
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>0</u>	<u>149,215</u>	<u>149,215</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	62,602	83,344	93,935	93,935
710105 Overtime	0	5,000	10,955	10,955
710110 Uniform Allowance	678	900	900	900
710200 Retirement	29,582	41,781	47,090	47,090
710300 Health Insurance	1,358	18,229	17,668	17,668
TOTAL SALARIES & EMPLOYEE BENEFITS	94,219	149,254	170,548	170,548
SERVICES & SUPPLIES				
720300 Communications	0	650	1,003	1,003
721300 Office Expense	0	300	625	625
721900 Special Departmental Expense	0	500	938	938
722000 Transportation & Travel	0	500	7,080	7,080
TOTAL SERVICES & SUPPLIES	0	1,950	9,646	9,646
<u>TOTAL EXPENDITURES</u>	<u>94,219</u>	<u>151,204</u>	<u>180,193</u>	<u>180,193</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>94,219</u>	<u>151,204</u>	<u>30,978</u>	<u>30,978</u>

COMMENTS

This budget funds a Deputy and operating expenses through the State Department of Justice, Tobacco Grant Program at 75%. The remaining 25% comes from general fund to support the portion of the deputies duties that relate to a School Resource Office. This budget, Org Key 04047, was created by the Board in Fiscal Year 2018-19.

REVENUES

654535 **St - Grant Revenue** (\$149,215) is recommended based on the projected available funding from the grant.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$93,935) is recommended based on the cost of recommended staff.

710105 **Overtime** (\$10,955) is recommended based on estimated funding Fiscal Year 2023-24 to pay the cost of the School Resource Deputy working the program on an overtime basis.

710110 **Uniform Allowance** (\$900) is recommended to provide uniform expense payments to safety employees.

710200 **Retirement** (\$47,090) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

710300 **Co Group Insurance** (\$17,668) is based on the employer’s share of health insurance premiums.

SERVICES & SUPPLIES

720300 **Communications** (\$1,003) is recommended to pay for cell phone and iPad services for the School Resource Deputy.

721300 **Office Expense** (\$625) is recommended to pay for miscellaneous office supplies and equipment.

721900 **Special Departmental Expense** (\$938) is recommended to pay for swag, signage and special equipment.

722000 **Transportation and Travel** (\$7,080) is recommended to pay for travel and education expenses for the School Resource Deputy.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-TOBACCO GRANT
 (04047)
 Function: Public Protection
 Activity: School Resource
 Fund: General
 Tobacco Grant

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	
TOTAL		1.0	-	1.0	-	-	-	

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- (04048)
 TOBACCO FUNDS
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 ST Tobacco Grant

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 ST- Other	0	0	149,215	149,215
TOTAL INTERGOVERNMENTAL REVENUE	0	0	149,215	149,215
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>0</u>	<u>149,215</u>	<u>149,215</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	76,191	81,360	76,146	76,146
710105 Overtime	4,323	1,000	10,955	10,955
710110 Uniform Allowance	898	900	900	900
710200 Retirement	36,777	40,786	38,172	38,172
710300 Health Insurance	10,886	15,087	17,668	17,668
TOTAL SALARIES & EMPLOYEE BENEFITS	129,075	139,133	143,841	143,841
SERVICES & SUPPLIES				
720300 Communications	501	650	1,003	1,003
721300 Office Expense	0	300	1,000	1,000
721900 Special Departmental Expense	0	500	1,500	1,500
722000 Transportation & Travel	0	500	7,080	7,080
TOTAL SERVICES & SUPPLIES	501	1,950	10,583	10,583
<u>TOTAL EXPENDITURES</u>	<u>129,576</u>	<u>141,083</u>	<u>154,424</u>	<u>154,424</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>129,576</u>	<u>141,083</u>	<u>5,209</u>	<u>5,209</u>

SHERIFF – TOBACCO GRANT

COMMENTS

This budget funds a School Resource Deputy and operating expenses through the State Department of Justice, Tobacco Grant Program. This budget, Org Key 04048, was created by the Board in Fiscal Year 2018-19. The original grant was for three years and expired on June 30, 2020. It continues to fund a School Resource Deputy for Yosemite Unified School District.

ESTIMATED REVENUES

654535 **St – Grant Revenue** (\$149,215) is recommended based on the projected available funding from the grant.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$76,146) is recommended based on the cost of recommended staff.

710105 **Overtime** (\$10,955) is recommended to pay the cost of the School Resource Deputy working the program on an overtime basis.

710110 **Uniform Allowance** (\$900) is recommended to provide uniform expense payments to safety employees.

710200 **Retirement** (\$38,172) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

710300 **Health Insurance** (\$17,668) is based on the employer’s share of health insurance premiums.

SERVICES & SUPPLIES

720300 **Communications** (\$1,003) is recommended to pay for cell phone and iPad services for the School Resource Deputy.

721300 **Office Expense** (\$1,000) is recommended to pay for miscellaneous office supplies and equipment.

721900 **Special Departmental Expense** (\$1,500) is recommended to pay for swag, signage and special equipment.

722000 **Transportation and Travel** (\$7,080) is recommended to pay for travel and education expenses for the School Resource Deputy.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-TOBACCO GRANT
 (04048)
 Function: Public Protection
 Activity: School Resource
 Fund: General
 Tobacco Grant

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	
TOTAL		1.0	-	1.0	-	-	-	

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- 04049
 Tobacco Funds -
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 ST Tobacco Grant

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 St - Grant Revenue	0	161,732	153,532	153,532
TOTAL STATE GRANT REVENUE	0	161,732	153,532	153,532
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>161,732</u>	<u>153,532</u>	<u>153,532</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	51,495	86,894	80,730	80,730
710105 Overtime	7,685	18,000	18,000	18,000
710110 Uniform Allowance	602	900	900	900
710200 Retirement	23,976	35,759	33,176	33,176
710300 Health Insurance	10,477	18,229	14,576	14,576
TOTAL SALARIES & EMPLOYEE BENEFITS	94,235	159,782	147,382	147,382
SERVICES & SUPPLIES				
720300 Communications	501	650	650	650
721300 Office Expense	0	300	2,500	2,500
721900 Special Departmental Expense	0	500	2,500	2,500
722000 Transportation & Travel	68	500	500	500
TOTAL SERVICES & SUPPLIES	569	1,950	6,150	6,150
<u>TOTAL EXPENDITURES</u>	<u>94,804</u>	<u>161,732</u>	<u>153,532</u>	<u>153,532</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>94,804</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – TOBACCO GRANT

COMMENTS

This budget funds a School Resource Deputy and operating expenses through the State Department of Justice, Tobacco Grant Program. This budget, Org Key 04049, was created by the Board in Fiscal Year 2018-19. The original grant was for three years and expired on June 30, 2020. The grant was renewed for an additional three years with a new expiration date of June 30, 2023. It continues to fund a School Resource Deputy for Golden Valley Unified School District.

ESTIMATED REVENUES

654535 **St – Grant Revenue** (\$153,532) is recommended based on the projected available funding from the grant.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$80,730) is recommended based on the cost of recommended staff.

710105 **Overtime** (\$18,000) is recommended to pay the cost of the School Resource Deputy working the program on an overtime basis.

710110 **Uniform Allowance** (\$900) is recommended to provide uniform expense payments to safety employees.

710200 **Retirement** (\$33,176) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

710300 **Health Insurance** (\$14,576) is based on the employer’s share of health insurance premiums.

SERVICES & SUPPLIES

720300 **Communications** (\$650) is recommended to pay for cell phone and iPad services for the School Resource Deputy.

721300 **Office Expense** (\$2,500) is recommended to pay for miscellaneous office supplies and equipment.

721900 **Special Departmental Expense** (\$2,500) is recommended to pay for swag, signage, and special equipment.

722000 **Transportation and Travel Expense** (\$500) is recommended to pay for travel and education expenses for the School Resource Deputy.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-TOBACCO GRANT
 (04049)
 Function: Public Protection
 Activity: School Resource
 Fund: General
 Tobacco Grant

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or						-	
3412	Deputy Sheriff II	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	
TOTAL		1.0	-	1.0	-	-	-	

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CITZENS OPTION -
PUB SAFETY - SLESF (04050)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
SLESF Contribution**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	157,934	187,200	187,200	187,200
TOTAL OPERATING TRANSFERS IN	157,934	187,200	187,200	187,200
<u>TOTAL ESTIMATED REVENUES</u>	<u>157,934</u>	<u>187,200</u>	<u>187,200</u>	<u>187,200</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	81,915	147,033	177,327	177,327
710105 Overtime	3,965	20,000	20,000	20,000
710106 Stand-by Pay	323	1,500	1,500	1,500
710107 Premium Pay	3	1,000	1,000	1,000
710110 Uniform Allowance	903	1,900	1,900	1,900
710200 Retirement	37,887	73,708	88,894	88,894
710300 Health Insurance	17,010	36,458	35,335	35,335
710400 Workers' Compensation Insurance	15,312	19,753	704	704
<i>FY 2023-24 S&B Savings Target</i>				(36,187)
TOTAL SALARIES & EMPLOYEE BENEFITS	157,319	301,352	326,660	290,473
SERVICES & SUPPLIES				
720600 Insurance	564	739	739	739
722016 Reimburse Day Meals	51	100	100	100
TOTAL SERVICES & SUPPLIES	615	839	839	839
<u>TOTAL EXPENDITURES</u>	<u>157,934</u>	<u>302,191</u>	<u>327,499</u>	<u>291,312</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>114,991</u>	<u>140,299</u>	<u>104,112</u>

SHERIFF - CITIZENS OPTION FOR PUBLIC SAFETY (SLESF)

COMMENTS

This budget implements a State special safety program to fight local crime and increase public safety under Org Key 04050. On September 17, 1996, the Board of Supervisors initiated this program with appropriations to this budget and related programs in the District Attorney's Office, the Probation Department, and the Public Defender's Office. The local administration of these state funds is annually completed by the Auditor-Controller's Office. The State has simplified this program and revenue is directly appropriated by the State each year. This budget fully funds two (2) Deputy Sheriff's positions, increasing the level of service for the residents of Madera County. Contribution from the General Fund will be required to fill the shortfall between program costs and State funding.

ESTIMATED REVENUES

680200 Operating Transfers In (\$187,200) is based on the projected available realignment funding from the law enforcement services subaccount.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$177,327) based on the cost of recommended staffing.

710105 Overtime (\$20,000) is recommended unchanged based on the previous year's expenditures.

710106 Stand-By Pay (\$1,500) is recommended unchanged based on the previous year's expenditures.

710107 Premium Pay (\$1,000) is recommended unchanged based on the previous year's expenditures.

710110 Uniform Allowance (\$1,900) is recommended unchanged based on the previous year's expenditures.

710200 Retirement (\$88,894) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$35,335) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$704) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF - CITIZENS OPTION FOR PUBLIC SAFETY (SLESF)

SERVICES & SUPPLIES

720600 **Insurance** (\$739) reflects the Department's contribution to the County's Self-Insured Liability Program.

722016 **Reimburse Day Meals** (\$100) is recommended for reimbursement of travel expenses.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CITZENS OPTION -
 PUB SAFETY - SLESF (04050)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General
 SLESF Contribution**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	2.0	-	2.0	-	-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF- RIVERSTONE
DEVELOPMENT (04051)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
661500 Law Enforcement Services	0	655,657	932,006	932,006
TOTAL OPERATING TRANSFERS IN	0	655,657	932,006	932,006
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>655,657</u>	<u>932,006</u>	<u>932,006</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	6,446	352,869	548,773	548,773
710105 Overtime	2,925	20,000	20,000	20,000
710106 Stand-by Pay	0	4,000	4,000	4,000
710107 Premium Pay	65	4,000	4,000	4,000
710110 Uniform Allowance	75	4,500	6,300	6,300
710200 Retirement	3,379	176,893	275,100	275,100
710300 Health Insurance	1,205	91,145	71,483	71,483
710400 Workers' Compensation Insurance	1,000	2,000	2,100	2,100
TOTAL SALARIES & EMPLOYEE BENEFITS	15,095	655,407	931,756	931,756
SERVICES & SUPPLIES				
720600 Insurance	25	50	50	50
722016 Reimburse Day Meals	0	200	200	200
TOTAL SERVICES & SUPPLIES	25	250	250	250
<u>TOTAL EXPENDITURES</u>	<u>15,120</u>	<u>655,657</u>	<u>932,006</u>	<u>932,006</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>15,120</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – RIVERSTONE DEVELOPMENT

COMMENTS

This budget was developed mid-year FY 2019-2020 and funds five Deputy Sheriff. These Deputies will provide law enforcement services at Riverstone Development, a new subdivision at the corner of HWY 41 and Avenue 12 per the development agreement on file with the Clerk of the Board of Supervisors.

ESTIMATED REVENUES

661500 **Law Enforcement Services** (\$932,006) is recommended and is based on the current agreement for law enforcement services.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$548,773) are recommended increased \$195,904 based on the cost of recommended staffing.

710105 **Overtime** (\$20,000) is recommended unchanged based on anticipated expenditures.

710106 **Stand-By Pay** (\$4,000) is recommended unchanged based on anticipated expenditures.

710107 **Premium Pay** (\$4,000) is recommended unchanged based on anticipated expenditures.

710110 **Uniform Allowance** (\$6,300) is recommended unchanged for uniform expense for safety employees.

710200 **Retirement** (\$275,100) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$71,484) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$2,100) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720600 **Insurance** (\$50) reflects the Department's contribution to the County's Self-Insured Liability Program.

SERVICES & SUPPLIES (continued)

722016 **Reimburse Day Meals** (\$200) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-RIVERSTONE DEVELOPMENT
 (04051)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or		-			-	-	
3412	Deputy Sheriff II	5.0	-	7.0		2.0	-	A
TOTAL		<u>5.0</u>	<u>-</u>	<u>7.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	

NOTES:

A Two (2) FTE Deputy Sheriff I or Deputy Sheriff II positions have been added pursuant to the contract established with Riverstone Development for law enforcement services

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- TREE
 MORTALITY (04053)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
652700 State Disaster Relief	0	1,000,000	774,436	774,436
TOTAL INTERGOVERNMENTAL REVENUE	0	1,000,000	774,436	774,436
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>1,000,000</u>	<u>774,436</u>	<u>774,436</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional and Specialized Services	175,564	1,000,000	774,436	774,436
TOTAL SERVICES & SUPPLIES	175,564	1,000,000	774,436	774,436
<u>TOTAL EXPENDITURES</u>	<u>175,564</u>	<u>1,000,000</u>	<u>774,436</u>	<u>774,436</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>175,564</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF- TREE MORTALITY

COMMENTS

This budget was established in Fiscal Year 2016-17 to implement a tree removal plan. Governor Brown granted Counties with California Disaster Assistance Act (CDAA) funding to address Tree Mortality. The County applied for and was granted funding for tree removal that will be performed by professionals.

ESTIMATED REVENUES

652700 **ST – DISASTER RELIEF** (\$774,436) is recommended based on the projected reimbursements from the California Office of Emergency Services for tree mortality operations.

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$774,436) is recommended established to pay for tree removal services.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-CHUKCHANSI
 CASINO SVC (04054)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661500 Law Enforcement Services	614,475	0	0	0
662765 Services to Chukchansi Casino	0	769,638	881,728	881,728
TOTAL CHARGES FOR CURRENT SERVICES	614,475	769,638	881,728	881,728
<u>TOTAL ESTIMATED REVENUES</u>	<u>614,475</u>	<u>769,638</u>	<u>881,728</u>	<u>881,728</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	412,100	411,093	462,603	462,603
710105 Overtime	37,555	45,900	45,900	45,900
710106 Stand-by Pay	1,371	1,500	1,500	1,500
710107 Premium Pay	249	0	0	0
710110 Uniform Allowance	4,537	4,600	4,600	4,600
710200 Retirement	207,809	205,442	231,903	231,903
710300 Health Insurance	42,700	65,641	36,535	36,535
710400 Workers' Compensation Insurance	4,016	4,016	3,685	3,685
TOTAL SALARIES & EMPLOYEE BENEFITS	710,337	738,192	786,726	786,726
SERVICES & SUPPLIES				
720300 Communications	2,603	3,000	3,000	3,000
720305 Microwave Radio Services	10,000	10,000	10,000	10,000
720600 Insurance	346	346	346	346
721601 Rents/Lse Co Vehicle	13,153	17,231	34,462	34,462
721900 Special Departmental Expense	0	3,000	3,000	3,000
722000 Transportation/Travel/Educ	221	100	100	100
TOTAL SERVICES & SUPPLIES	26,323	33,677	50,908	50,908
<u>TOTAL ESTIMATED EXPENDITURES</u>	<u>736,661</u>	<u>771,869</u>	<u>837,634</u>	<u>837,634</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>122,186</u>	<u>2,231</u>	<u>(44,094)</u>	<u>(44,094)</u>

SHERIFF – CHUKCHANSI CASINO SERVICE

COMMENTS

Chukchansi Casino re-opened for operations in December 2015 after renegotiating law enforcement reimbursement expenses with the County. The Casino budget appropriates funds provided under a Memorandum of Understanding (MOU) between the Chukchansi Tribal Government and the County for law enforcement services at the Chukchansi Resort under Org Key 04054. The Tribal Government provides reimbursement to the County for the salary and benefit cost of five (5) Deputy Sheriff's positions assigned to this function plus an administrative expense of 12%.

ESTIMATED REVENUES

662765 **SVC TO CHUKCHANSI CASINO** (\$881,728) is recommended based on the projected revenues received for providing law enforcement services to Chukchansi.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$462,603) are recommended based on the cost of recommended staff.

710105 **Overtime** (\$45,900) is recommended unchanged based on prior year expenditures.

710106 **Standby & Night Premium** (\$1,500) is recommended unchanged.

710110 **Uniform Allowance** (\$4,600) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$231,903) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$36,535) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$3,685) reflects the program's contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF – CHUKCHANSI CASINO SERVICE

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is recommended unchanged for laptop data charges for in-vehicle use and other communication expenses.
- 720305** **Microwave Radio Services** (\$10,000) is recommended unchanged for the Department's contribution to the Internal Service Fund based on the number of radios assigned to this unit that utilize the County's microwave radio network.
- 720600** **Insurance** (\$346) reflects the program's contribution to the County's Self-Insured Liability Program.
- 721601** **Rents & Leases - Equipment** (\$34,462) is recommended increased \$17,231 based on mileage increase and current Fiscal Year expenditures for expenses incurred on leased vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$3,000) unchanged to pay for miscellaneous small tools and equipment.
- 722000** **Transportation/Travel/Education** (\$100) is recommended unchanged for reimbursement of travel expenses.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-CHUKCHANSI
 CASINO SVC (04054)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 Chukchansi Reimbursement

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	5.0	-	5.0	-	-	-	
TOTAL		<u>5.0</u>	<u>-</u>	<u>5.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- VCH LE SERVICES
 (04059)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661500 Law Enforcement Services	995,959	755,434	924,164	924,164
TOTAL CHARGES FOR CURRENT SERVICES	995,959	755,434	924,164	924,164
<u>TOTAL ESTIMATED REVENUES</u>	<u>995,959</u>	<u>755,434</u>	<u>924,164</u>	<u>924,164</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	555,060	515,810	560,044	560,044
710105 Overtime	34,212	10,000	10,000	10,000
710106 Stand-by Pay	1,720	0	0	0
710107 Premium Pay	2,579	0	0	0
710110 Uniform Allowance	5,964	5,400	6,500	6,500
710200 Retirement	270,965	258,576	280,750	280,750
710300 Health Insurance	70,348	80,728	65,294	65,294
710400 Workers' Compensation Insurance	1,500	1,500	1,575	1,575
TOTAL SALARIES & EMPLOYEE BENEFITS	942,349	872,014	924,163	924,163
SERVICES & SUPPLIES				
720300 Communications	0	6,700	6,700	6,700
720600 Insurance	50	50	50	50
721601 Rents/Lse Co Vehicle	72,314	178,416	263,152	263,152
721900 Special Dept Exp	18,502	20,000	20,000	20,000
722016 Reimburse Day Meals	289	400	400	400
TOTAL SERVICES & SUPPLIES	91,155	205,566	290,302	290,302
<u>TOTAL EXPENDITURES</u>	<u>1,033,504</u>	<u>1,077,580</u>	<u>1,214,465</u>	<u>1,214,465</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>37,545</u>	<u>322,146</u>	<u>290,301</u>	<u>290,301</u>

SHERIFF – VCH LE SERVICES

COMMENTS

This ORG was generated FY2019-20 mid-year to fund four Deputy Sheriff's and one Sergeant to provide law enforcement services to Valley Childrens Hospital on their campus. Valley Childrens Hospital will fully fund the positions per the agreement on file with the Clerk of the Board of Supervisors.

ESTIMATED REVENUES

661500 **Law Enforcement Services** (\$924,164) is recommended and is based on the current agreement for law enforcement services.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$560,044) is recommended based on the cost of recommended staffing.

710105 **Overtime** (\$10,000) is recommended unchanged based on current-year expenditures.

710110 **Uniform Allowance** (\$6,500) is recommended increased \$1,100 based on current Fiscal Year expenses for uniform expense for safety employees.

710200 **Retirement** (\$280,750) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$65,294) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,575) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES AND SUPPLIES

720300 **Communications** (\$6,700) is recommended based on cell phone usage and data charges for Deputies assigned to VCH.

720600 **Insurance** (\$50) reflects the Department's contribution to the County's Self-Insured Liability Program.

SERVICES AND SUPPLIES (continued)

- 721601** **Rents/Lse Co Vehicle** (\$263,152) is recommended based on mileage paid to Fleet Services.
- 721900** **Special Dept Exp** (\$20,000) is recommended for miscellaneous equipment for Deputies assigned to VCH.
- 722016** **Reimburse Day Meals** (\$400) is recommended for reimbursement of travel expenses.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-VCH LE SERVICES
 (04059)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	4.0	-	4.0		-	-	
3321	Sheriff's Sergeant	1.0	-	1.0		-	-	
3327	Sheriff's Corporal	1.0	-	1.0		-	-	
TOTAL		6.0	-	6.0	-	-	-	

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-RURAL CRIME
PREV TASK FORCE (04062)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	164,650	165,000	165,000	165,000
TOTAL OPERATING TRANSFERS IN	164,650	165,000	165,000	165,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>164,650</u>	<u>165,000</u>	<u>165,000</u>	<u>165,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	162,844	179,777	212,728	212,728
710105 Overtime	3,836	30,000	30,000	30,000
710106 Standby Pay	336	305	305	305
710107 Premium Pay	0	500	500	500
710110 Uniform Allowance	1,575	1,800	1,800	1,800
710200 Retirement	72,019	90,122	106,640	106,640
710300 Health Insurance	23,863	27,983	27,254	27,254
710400 Workers' Compensation Insurance	43,879	56,604	1,423	1,423
<i>FY 2023-24 S&B Savings Target</i>				(41,595)
TOTAL SALARIES & EMPLOYEE BENEFITS	308,352	387,091	380,650	339,055
SERVICES & SUPPLIES				
720300 Communications	2,044	3,500	3,500	3,500
720305 Microwave Radio Services	2,000	2,000	2,000	2,000
720600 Insurance	1,144	1,499	1,499	1,499
721100 Memberships	0	100	100	100
721300 Office Expense	0	400	400	400
721601 Rents & Leases - Co Vehicle	25,025	33,433	54,496	54,496
721900 Special Departmental Expense	31	200	200	200
722000 Transportation & Travel	302	500	500	500
TOTAL SERVICES & SUPPLIES	30,546	41,632	62,695	62,695
<u>TOTAL EXPENDITURES</u>	<u>338,899</u>	<u>428,723</u>	<u>443,345</u>	<u>401,750</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>174,249</u>	<u>263,723</u>	<u>278,345</u>	<u>236,750</u>

SHERIFF – RURAL CRIME PREVENTION TASK FORCE PROGRAM

COMMENTS

In April 1999, the Board of Supervisors accepted a Rural Crime Prevention Task Force Grant to combat agricultural crimes, and appropriations were made in Budget 04062. In Fiscal Year 2011-12, the State of California shifted the source of funding from the State General Fund to Realignment Funds and the County now receives an annual program appropriation. Assigned staff target crimes against agricultural production. Long-term investigations are conducted as well as crime prevention activities.

There is no local match requirement; however, County General Funds will be required to fund some costs, as grant revenue does not fully meet salary and operating expenses.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$165,000) is recommended based on available realignment funding.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$212,728) are recommended based on the cost of recommended staff.

710105 **Overtime** (\$30,000) is recommended unchanged based on current year expenditures.

710106 **Standby Pay** (\$305) is recommended based on current year expenditures.

710107 **Premium Pay** (\$500) is recommended based on current year expenditures.

710110 **Uniform Allowance** (\$1,800) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$106,641) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$27,254) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$59,434) reflects the Program's contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF – RURAL CRIME PREVENTION TASK FORCE PROGRAM

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,500) is recommended unchanged based on current year expenditures.
- 720305** **Microwave Radio Services** (\$2,000) is recommended unchanged for the program's contribution to the Internal Service Fund based on the number of radios in the unit that utilize the County's microwave radio network.
- 720600** **Insurance** (\$1,499) reflects the Program's contribution to the County's Self-Insured Liability Program.
- 721100** **Memberships** (\$100) is recommended unchanged for membership in the California Rural Crime Prevention Task Force.
- 721300** **Office Expense** (\$400) is recommended unchanged for expendable/consumable supplies.
- 721601** **Rents & Leases - Equipment** (\$54,496) is recommended increased \$21,063 based on increase in mileage rate at central garage and current year expenditures.
- 721900** **Special Departmental Expense** (\$200) is recommended unchanged to provide small tools and special equipment.
- 722000** **Transportation & Travel** (\$500) is recommended unchanged to provide for staff training and travel expenses.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-RURAL CRIME
 PREV TASK FORCE (04062)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	2.0	-	2.0	-	-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-CIVIL UNIT
 (04064)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661100 Civil Process Services	22,754	30,000	30,000	30,000
662700 Other Charges for Services	17,964	25,000	25,000	25,000
TOTAL CHARGES FOR CURRENT SERVICES	40,718	55,000	55,000	55,000
MISCELLANEOUS REVENUE				
673800 PY Cancel Warrants	44	0	0	0
TOTAL CHARGES FOR MISCELLANEOUS REVENUE	44	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	0	0	355,000	355,000
TOTAL OTHER FINANCING SOURCES	0	0	355,000	355,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>40,762</u>	<u>55,000</u>	<u>410,000</u>	<u>410,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	324,076	463,506	675,729	675,729
710103 Extra Help	(258)	2,000	2,000	2,000
710105 Overtime	19,945	25,000	25,000	25,000
710106 Stand-by Pay	82	500	500	500
710107 Premium Pay	780	0	0	0
710110 Uniform Allowance	2,763	3,600	4,500	4,500
710200 Retirement	174,038	232,356	323,622	323,622
710300 Health Insurance	66,463	82,998	101,639	101,639
710400 Workers' Compensation Insurance	2,500	3,225	3,387	3,387
<i>FY 2023-24 S&B Savings Target</i>				<i>(89,518)</i>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CIVIL UNIT
(04064)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
TOTAL SALARIES & EMPLOYEE BENEFITS	590,388	813,185	1,136,377	1,046,859
SERVICES & SUPPLIES				
720300 Communications	3,153	8,000	8,000	8,000
720305 Microwave Radio Services	3,000	3,000	3,000	3,000
720600 Insurance	684	1,170	1,170	1,170
720800 Maintenance - Equipment	0		0	0
720900 Maintenance - Bldg & Improvement	0		0	0
721300 Office Expense	2,248	5,000	10,000	10,000
721400 Professional & Specialized Services	8,311	8,500	8,500	8,500
721600 Rents & Leases - Equipment	0	0	0	0
721601 Rents & Leases - Co Vehicle	52,454	125,000	184,353	184,353
721900 Special Departmental Expense	23,809	25,000	32,900	32,900
722000 Transportation & Travel	6,551	10,500	10,500	10,500
TOTAL SERVICES & SUPPLIES	100,208	186,170	258,423	258,423
OTHER CHARGES				
730330 Rents & Leases - Equipment	7,757	8,500	8,500	8,500
TOTAL OTHER CHARGES	7,757	8,500	8,500	8,500

SHERIFF – CIVIL UNIT

COMMENTS

In 2012-13, the function of the Civil Unit was separated from Court Security and budgeted under Org 04064. In that year, State Realignment provided dedicated funding to the Sheriff's Office for Court Security. The Civil Unit delivers court orders, and civil documents, on a fee-for-service basis.

ESTIMATED REVENUES

- 661100 SHERIFF CIV PROC SVC (\$30,000) is recommended based on projected fee revenues to be received in the budget year.
- 662721 PC 1205(D) ADMIN (\$25,000) is recommended based on projected fee revenues to be received in the budget year.
- 680200 Operating Transfers In (\$355,000) is recommend based on a onetime ARPA transfer for FY 2023-24.

SALARIES & EMPLOYEE BENEFITS

- 710102 Permanent Salaries (\$675,729) are recommended based on the cost of recommended.
- 710103 Extra Help (\$2,000) is recommended unchanged to provide coverage for vacation/sick relief and other services.
- 710105 Overtime (\$25,000) is recommended unchanged based on current expenditures and current workload.
- 710106 Stand by Pay (\$500) is recommended unchanged based on current expenditures.
- 710110 Uniform Allowance (\$4,500) is recommended increased \$900 for the payment of uniform expense for safety employees.
- 710200 Retirement (\$323,622) reflects the County's contribution to Social Security and the Public Employees' Retirement System for safety employees.
- 710300 Health Insurance (\$101,639) is based on the employer's share of health insurance premiums.
- 710400 Workers' Compensation (\$3,387) reflects the Sheriff's Office contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF – CIVIL UNIT

SERVICES & SUPPLIES

- 720300** **Communications** (\$8,000) is recommended unchanged to pay for cell phone and data charges based on current Fiscal Year expenditures.
- 720305** **Microwave Radio Services** (\$3,000) is recommended unchanged to fund the program's share of the Internal Service Fund for use of radios on the County's Microwave Radio System.
- 720600** **Insurance** (\$1,170) reflects the Sheriff's Office contribution to the County's Self-Insured Liability Program.
- 721300** **Office Expense** (\$10,000) is recommended increased \$5,000 for consumable office supplies.
- 721400** **Professional & Specialized Services** (\$8,500) is recommended unchanged to pay for specialized services and the new civil software maintenance agreement with Tyler Soft Code.
- 721601** **Rents & Leases – Co Vehicle** (\$184,353) is recommended increased \$59,353 to pay for the increased mileage rate at Central Garage and current Fiscal Year expenditures for Civil Unit vehicles leased from the County Central Garage.
- 721900** **Special Departmental Expense** (\$32,900) is recommended increased \$7,900 to pay for expenses for small tools and equipment and to purchase needed equipment to assist deputies with homeless encampments.
- 722000** **Transportation & Travel** (\$10,500) is recommended unchanged to provide technical training for the new Homeless Encampment Deputy and the various Deputies and Clerks assigned to this unit.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$8,500) is recommended for lease of the copier.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CIVIL UNIT
 (04064)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3413	Sheriff's Civil Unit Manager	1.0	-	1.0	-	-	-	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	4.0	-	4.0	-	-	-	
3429	Public Safety Records Specialist	2.0	-	2.0	-	-	-	
TOTAL		8.0	-	8.0	-	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-OFF HWY VEH
 ENFRC GRANT (04066)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 CA OHMVR Grant

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654064 State-Off Hwy Vehicle	138,206	200,000	200,000	200,000
TOTAL INTERGOVERNMENTAL REVENUE	138,206	200,000	200,000	200,000
MISCELLANEOUS REVENUE				
673903 Misc Reimbursement & Refunds	14	0	0	0
TOTAL MISCELLANEOUS REVENUE	14	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>138,221</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	45,470	100,000	100,000	100,000
TOTAL SALARIES & EMPLOYEE BENEFITS	45,470	100,000	100,000	100,000
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	1,211	5,000	5,000	5,000
721900 Special Departmental Expense	246	75,000	75,000	75,000
722000 Transportation & Travel	0	20,000	20,000	20,000
TOTAL SERVICES & SUPPLIES	1,457	100,000	100,000	100,000
FIXED ASSETS				
740300 Equipment	22,304	0	0	0
TOTAL FIXED ASSETS	22,304	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>69,231</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(68,989)</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – OFF HWY VEHICLE ENFRC GRANT

COMMENTS

This budget provides appropriations for the Sheriff's Off-Highway Vehicle (OHV) Enforcement Grant under Org Key 04066. The work is supported by a grant from the California State Parks, Off-Highway Motor Vehicle Recreation (OHMVR) program. The purpose of the funding is to provide safety services to OHV enthusiasts. The funds also support the enforcement of laws regulating the operation of OHVs. The OHMVR program also funds the purchase of vehicles and equipment, allowing the Department to sustain the OHV safety effort. The OHMVR program will pay for fixed overtime costs on a reimbursement basis. The OHMVR grant requires a 25% match.

ESTIMATED REVENUES

654064 ST-OFF-HWY VEH-EQPT (\$200,000) is recommended based on available grant funding projected.

SALARIES & EMPLOYEE BENEFITS

710105 Overtime (\$100,000) is recommended to deliver commitments for Deputy Sheriff Overtime in OHV enforcement.

SERVICES & SUPPLIES

720800 Maintenance of Equipment (\$5,000) is recommended for the maintenance of OHV equipment purchased with OHV funds.

721900 Special Departmental Expense (\$75,000) is recommended for repairs, vehicle parts, safety gear, and other special program items.

722000 Transportation & Travel (\$20,000) is recommended to provide training for new OHV riders and for travel costs to OHMVR meetings/Training.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF- ANTI-DRUG
ABUSE GRANT (04070)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Byrne ADA Grant**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	142,027	138,548	162,022	162,022
710105 Overtime	6,154	25,000	25,000	25,000
710110 Uniform Allowance	1,075	1,200	1,200	1,200
710200 Retirement	64,007	64,909	75,049	75,049
710300 Health Insurance	17,424	19,508	24,162	24,162
710400 Workers' Compensation Insurance	9,767	12,599	1,264	1,264
				<i>FY 2023-24 S&B Savings Target</i>
				(31,348)
TOTAL SALARIES & EMPLOYEE BENEFITS	240,454	261,764	288,697	257,349
SERVICES & SUPPLIES				
720300 Communications	618	750	750	750
720305 Microwave Radio Services	2,000	2,000	2,000	2,000
720600 Insurance	2	2	2	2
720800 Maintenance - Equipment	58	0	0	0
721400 Professional and Specialized Services	0	16,000	16,000	16,000
721900 Special Departmental Expense	14,405	17,000	17,000	17,000
722000 Transportation & Travel	1,123	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	18,206	38,752	38,752	38,752
<u>TOTAL EXPENDITURES</u>	<u>258,659</u>	<u>300,516</u>	<u>327,449</u>	<u>296,101</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>258,659</u>	<u>300,516</u>	<u>327,449</u>	<u>296,101</u>

SHERIFF-ANTI-DRUG ABUSE GRANT

COMMENTS

The Byrne Anti-Drug Abuse (Byrne ADA) Grant budget, Org Key 04070, funds staff to serve on the Madera Narcotics Enforcement Team to conduct investigations and to record program data and expenses. A Federal Recovery Act Grant to support several positions in this budget expired in June 2012. The grant closure left unfunded positions from other County Departments in this Sheriff's Budget, increasing this department's request for a General Fund contribution.

The Department was a successful applicant for competitive Federal Byrne ADA grant funds administered by the California Board of State and Community Corrections (BSCC). However, BSCC had notified the County in the current year that this grant funding would no longer continue in 2018. The Department requested to fund this program with county discretionary revenues for Fiscal Year 2023-2024.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$162,022) are recommended based on the cost of recommended staffing levels.
- 710105** **Overtime** (\$25,000) is recommended unchanged based on current and past expenditures and available grant funds.
- 710110** **Uniform Allowance** (\$1,200) is recommended unchanged based on current Fiscal Year expenditures, to provide uniform expense payment to safety employees.
- 710200** **Retirement** (\$75,049) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$24,162) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$1,264) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 730200** **Communications** (\$750) is recommended unchanged based on current Fiscal Year expenditures.
- 720305** **Microwave Radio Services** (\$2,000) is recommended unchanged.

SHERIFF-ANTI-DRUG ABUSE GRANT

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$2) reflects the Program's contribution to the County's Self-Insured Liability Program.
- 721400** **Professional & Specialized Services** (\$16,000) is recommended unchanged to fund evaluation analysis requirements, and performance audit services. The funds may also be used for direct services to residents in recovery. Contracts will be issued to obtain specialized services.
- 721900** **Special Departmental Expense** (\$17,000) is recommended unchanged to pay for Drug Court program support costs and for materials, small tools, and equipment needed for this activity.
- 722000** **Transportation & Travel** (\$3,000) is recommended unchanged to pay for grant-stipulated travel and expenditures to attend mandated program trainings.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF- ANTI-DRUG
ABUSE GRANT (04070)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General
Byrne ADA Grant**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3669	Legal Secretary I or							
3653	Legal Secretary II or							
3458	Public Safety Records Specialist	1.0	-	1.0	-	-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-CAL-MMET
 PROGRAM (04071)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
ESTIMATED REVENUES:				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	188,684	188,684	194,918	194,918
TOTAL OTHER FINANCING SOURCES	188,684	188,684	194,918	194,918
<u>TOTAL ESTIMATED REVENUES</u>	<u>188,684</u>	<u>188,684</u>	<u>194,918</u>	<u>194,918</u>
EXPENDITURES:				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	186,421	181,463	202,929	202,929
710105 Overtime	9,437	20,000	20,000	20,000
710106 Stand-by Pay	144	300	300	300
710110 Uniform Allowance	1,800	1,800	1,800	1,800
710200 Retirement	92,713	90,968	101,728	101,728
710300 Health Insurance	9,101	10,954	10,786	10,786
710400 Workers' Compensation Insurance	1,401	1,807	1,897	1,897
<i>FY 2023-24 S&B Savings Target</i>				(37,853)
TOTAL SALARIES & EMPLOYEE BENEFITS	301,017	307,292	339,440	301,587
SERVICES & SUPPLIES				
720300 Communications	956	1,800	1,800	1,800
720305 Microwave Radio Services	4,000	4,000	4,000	4,000
721300 Office Expense	0	2,000	2,000	2,000
721601 Rents and Leases - Equipment	18,154	40,205	67,521	67,521
721900 Special Departmental Expense	10,991	2,000	2,000	2,000
722000 Transportation & Travel	85	3,500	3,500	3,500
TOTAL SERVICES & SUPPLIES	34,187	53,505	80,821	80,821
<u>TOTAL EXPENDITURES</u>	<u>335,203</u>	<u>360,797</u>	<u>420,261</u>	<u>382,408</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>146,519</u>	<u>172,113</u>	<u>225,343</u>	<u>187,490</u>

COMMENTS

This budget implements the California Multi-jurisdictional Methamphetamine Enforcement Team (CAL-MMET) under Org Key 04071. The State program was created to provide additional funding to counties dealing with methamphetamine production and distribution problems. The Sheriff's Office was awarded these funds for the first time in Fiscal Year 2006-07, and has received subsequent awards each year. In 2011-12, California shifted funding from the General Fund to the State sales tax to finance this program. Under realignment, funds related to the CAL-MMET program must first be deposited in the Local Law Enforcement Fund prior to being transferred to the General Fund.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$194,918) is recommended based on the projected realignment funding available.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$202,929) are recommended based on the cost of recommended staffing.

710105 **Overtime** (\$20,000) is recommended unchanged based on current year expenditures to fund overtime work in this program. When assisting Cal-MMET project staff, additional Deputies are authorized to draw from this overtime source.

710106 **Standby & Night Premium** (\$300) is recommended unchanged based on staffing levels.

710110 **Uniform Allowance** (\$1,800) is recommended based on staffing levels.

710200 **Retirement** (\$101,728) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$10,786) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,897) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$1,800) is recommended unchanged based on current year expenses.

SERVICES & SUPPLIES (continued)

- 720305** **Microwave Radio Services** (\$4,000) is recommended unchanged for the program’s contribution to the Internal Service Fund based on the number of radios in the CAL-MMET program which utilize the County’s microwave radio network.
- 721300** **Office Expense** (\$2,000) is recommended unchanged for small equipment and consumable office supplies.
- 721601** **Rents and Leases – Equipment** (\$67,521) increased due to an increase in mile rate on rental of vehicles from Central Garage.
- 721900** **Special Departmental Expense** (\$2,000) is recommended unchanged based on current year expenditures.
- 722000** **Transportation & Travel** (\$3,500) is recommended unchanged to fund anticipated training costs.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-CAL-MMET
 PROGRAM (04071)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	2.0	-	2.0	-	-	-	
TOTAL		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-JSTC ASSTNC
 GRANT (04072)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 JAG Grant

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657081 FED - JUSTICE ASST GRANT	0	70,000	60,000	60,000
TOTAL INTERGOVERNMENTAL REVENUE	0	70,000	60,000	60,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>70,000</u>	<u>60,000</u>	<u>60,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expenses	35,475	0	0	0
721900 Special Departmental Expense	0	70,000	60,000	60,000
TOTAL SERVICES & SUPPLIES	35,475	70,000	60,000	60,000
<u>TOTAL EXPENDITURES</u>	<u>35,475</u>	<u>70,000</u>	<u>60,000</u>	<u>60,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>35,475</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – JUSTICE ASSISTANCE GRANT

COMMENTS

This budget funds the implementation of the Federal Justice Assistance Local Solicitation Grant Program (JAG) under Org Key 04072. The County of Madera has been a recipient of these funds, under various program names (LLEBG, etc.), since the early 1990s. JAG funds are administered by the United States Department of Justice (US DOJ) and are used to purchase specialty law enforcement equipment. These Federal funds augment purchases of tools and equipment made with General Fund dollars under the Sheriff's Main Budget (04010). The program has allowed for the provision of extraordinary equipment that might not be possible with limitations of County revenue. Specific small equipment items change from year-to-year.

The US DOJ JAG Local Solicitation Program does not require a General Fund cash match.

ESTIMATED REVENUES

657081 **FED – JUSTICE ASST GRANT** (\$60,000) is recommended based on the projected available funding from the grant.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$60,000) is recommended as per grant award for the purchase of equipment and operating supplies for the Sheriff's Office.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-COURT SECURITY
(04074)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	1,467,000	1,498,538	1,567,208	1,567,208
TOTAL OTHER FINANCING SOURCES	1,467,000	1,498,538	1,567,208	1,567,208
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,467,000</u>	<u>1,498,538</u>	<u>1,567,208</u>	<u>1,567,208</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,125,811	1,103,436	1,256,646	1,256,646
710103 Extra Help	1,226	3,000	3,000	3,000
710105 Overtime	7,847	15,600	15,600	15,600
710106 Stand-by Pay	684	3,200	3,200	3,200
710107 Premium Pay	1,888	0	0	0
710110 Uniform Allowance	11,931	12,500	13,500	13,500
710200 Retirement	539,092	553,153	629,957	629,957
710300 Health Insurance	130,850	148,010	171,612	171,612
710400 Workers' Compensation Insurance	29,035	29,035	30,478	30,478
<i>FY 2023-24 Budget Savings Target</i>				<i>(246,985)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	1,848,365	1,867,934	2,123,993	1,877,008
SERVICES & SUPPLIES				
720300 Communications	8,629	17,000	17,000	17,000
720305 Microwave Radio Services	18,000	18,000	18,000	18,000
720600 Insurance	1,862	2,328	2,328	2,328
721300 Office Expense	0	1,000	25,000	25,000
721601 Rents/Lse - Co Vehicle	20,054	42,443	62,596	62,596
721900 Special Departmental Expense	39,470	30,000	30,000	30,000
722000 Transportation & Travel	646	10,000	10,000	10,000
TOTAL SERVICES & SUPPLIES	88,661	120,771	164,924	164,924

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-COURT SECURITY
 (04074)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>TOTAL EXPENDITURES</u>	<u>1,937,025</u>	<u>1,988,705</u>	<u>2,288,917</u>	<u>2,041,932</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>470,025</u>	<u>490,167</u>	<u>721,709</u>	<u>474,724</u>

SHERIFF – COURT SECURITY

COMMENTS

The Board approves expenditures for Court Security under Org Key 04074. In 2011-12, the State of California shifted Court Security funding from the State General Fund to Realignment Funds, and specified that State Sales Taxes would finance this program. The change increased the annual stability of these funds. In Fiscal Year 2015-16, the State increased local security funding due to the opening of a new, larger facility.

ESTIMATED REVENUES

680200 Operating Transfers In (\$1,567,208) is recommended from the current fiscal year and reflects the projected realignment revenues to be received based on the beginning base amount of the current fiscal year.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$1,256,647) are recommended based on the recommended staffing level.

710103 Extra Help (\$3,000) is recommended unchanged to provide coverage in unique situations, or staffing shortages due to vacation/sick leave.

710105 Overtime (\$15,600) is recommended unchanged to reflect current year court security service needs of the courts.

710106 Stand-by Pay (\$3,200) is recommended unchanged based on current usage.

710110 Uniform Allowance (\$13,500) is recommended increased \$1,000 for uniform expense of safety employees due to the addition of a Lieutenant position.

710200 Retirement (\$629,957) is the County contribution to Social Security and the Public Employees' Retirement System for safety employees.

710300 Health Insurance (\$171,612) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$30,478) reflects Department's contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF – COURT SECURITY

SERVICES & SUPPLIES

- 720300** **Communications** (\$17,000) is recommended unchanged to provide wireless internet services to the criminal court rooms and to equip court security staff and pay for costs associated with connectivity to the new courthouse.
- 720305** **Microwave Radio Services** (\$18,000) is recommended unchanged for the program's contribution to the Internal Service Fund.
- 720600** **Insurance** (\$2,328) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721300** **Office Expense** (\$25,000) is recommended increased \$24,000 for the purchase of twelve new Surface Pros for the bailiffs in Court.
- 721601** **Rents & Leases - Equipment** (\$62,596) is recommended increased \$20,153 due to mileage rate increase from Fleet Services for fleet mileage expense for the court vehicle.
- 721900** **Special Departmental Expense** (\$30,000) is recommended unchanged to pay for small tools, equipment, and computer systems as needed. Safety Equipment is needed to equip additional court security staff. This account also funds new County information network equipment at State Courthouse.
- 722000** **Transportation & Travel** (\$10,000) is recommended unchanged to provide for training and for private mileage reimbursement.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-COURT SECURITY
(04074)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	11.0	-	11.0		-	-	
3327	Sheriff's Corporal	1.0	-	1.0		-	-	
3251	Sheriff's Lieutenant	-	-	1.0		1.0	-	A
3321	Sheriff's Sergeant	1.0	-	1.0		-	-	
TOTAL		<u>13.0</u>	<u>-</u>	<u>14.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	

NOTES:

A Courts have requested a Lieutenant and have added an additional Court room

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- JAG BSCC 601-19
 (04076)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	76,677	0	223,753	223,753
TOTAL INTERGOVERNMENTAL REVENUE	76,677	0	223,753	223,753
MISCELLANEOUS REVENUE				
673903 Miscellaneous Revenue	189,153	0	0	0
TOTAL MISCELLANEOUS REVENUE	189,153	0	0	0
CHARGES FOR CURRENT SERVICES				
680200 Operating Transfers In	0	220,000	0	0
TOTAL CHARGES FOR CURRENT SERVICES	0	220,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>265,830</u>	<u>220,000</u>	<u>223,753</u>	<u>223,753</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	91,622	84,613	95,042	95,042
710105 Overtime	1,366	15,000	15,000	15,000
710106 Stand-by Pay	330	500	500	500
710107 Premium Pay	780	780	780	780
710110 Uniform Allowance	900	900	900	900
710200 Retirement	42,486	42,426	47,665	47,665
710300 Health Insurance	17,010	18,229	15,214	15,214
710400 Workers' Compensation Insurance	1,800	1,800	1,891	1,891
TOTAL SALARIES & EMPLOYEE BENEFITS	156,294	164,248	176,992	176,992

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF- JAG BSCC 601-19
 (04076)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES				
720300 Communications	501	1,000	1,000	1,000
721300 Office Expense	0	6,000	1,500	1,500
721400 Professional & Specialized Services	12,000	12,000	16,152	16,152
721601 Rents & Leases - Co Vehicles	0	10,177	15,009	15,009
721900 Special Departmental Expense	32,650	70,000	5,500	5,500
722000 Transportation/Travel/Educ	1,561	10,000	7,600	7,600
TOTAL SERVICES & SUPPLIES	46,712	109,177	46,761	46,761
<u>TOTAL ESTIMATED EXPENDITURES</u>	203,006	273,425	223,753	223,753
<u>NET COUNTY COST (EXP - REV)</u>	<u>(62,824)</u>	<u>53,425</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget funds a Human Trafficking Deputy Sheriff and operating expenses through a grant with Board of State Community Corrections. This is a three-year grant that expired September 30, 2022. ORG 04076 was created and funded mid-year FY 2019-2020. The Sheriff's Office has applied for this grant for the FY 23-24 year and is awaiting on status of award.

ESTIMATED REVENUES

680200 **OPERATING TRANSFERS IN** (\$223,753) is recommended unchanged and is based on the projected available realignment funding from the law enforcement services subaccount.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$95,042) are recommended based on the cost of recommended staff.

710105 **Overtime** (\$15,000) is recommended based on prior year expenditures.

710106 **Standby Pay** (\$500) is recommended based on prior year expenditures.

710107 **Premium Pay** (\$780) is recommended based on prior year expenditures.

710110 **Uniform Allowance** (\$900) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$47,665) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$15,214) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,891) reflects the program's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300 **Communications** (\$1,000) is recommended unchanged for cell phone and data charges.
- 721300 **Office Expense** (\$1,500) is recommended reduced \$4,500 for miscellaneous office supplies.
- 721400 **Professional & Specialized Services** (\$16,152) is recommended increased \$4,152 for grant evaluation services.
- 721601 **Rents/Lse Co Vehicle** (\$15,009) is recommended for fleet mileage expense.
- 721900 **Special Departmental Expense** (\$5,500) is recommended reduced \$64,500 to pay for miscellaneous small tools and equipment.
- 722000 **Transportation/Travel/Education** (\$7,600) is recommended reduced \$2,400 for reimbursement of travel expenses.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: SHERIFF-JAG BSCC 601-19
 (04076)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	1.0	-	1.0	-	-	-	
TOTAL		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-CaIOES
 #2019-0035 (04077)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2019-0035 Grant

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	153,876	84,604	84,604	84,604
TOTAL INTERGOVERNMENTAL REVENUE	153,876	84,604	84,604	84,604
<u>TOTAL ESTIMATED REVENUES</u>	<u>153,876</u>	<u>84,604</u>	<u>84,604</u>	<u>84,604</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721306 Equipment<FA Limit	0	46,604	0	0
721400 Professional & Specialized Services	0			
722000 Transportation & Travel	0			
TOTAL SERVICES & SUPPLIES	0	46,604	0	0
FIXED ASSETS				
740300 Equipment	45,905	38,000	84,604	84,604
TOTAL FIXED ASSETS	45,905	38,000	84,604	84,604
<u>TOTAL EXPENDITURES</u>	<u>45,905</u>	<u>84,604</u>	<u>84,604</u>	<u>84,604</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-107,971</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget implements State Homeland Security Grant #2019-0035 program under Org Key 04077. The Grant includes three-year funding for equipment, training, and services to enhance public agency response to terrorism. Funding for the program originates at the Federal level and is allocated to local agencies by the State. Funding for expenditures in this budget request have been approved and authorized by the State under the State Homeland Security Grant Program (SHSGP). Each year, SHSGP funds are appropriated by the regional Anti-Terrorism Task Force (ATTF). Under federal law, the authority to appropriate these funds resides with the ATTF and is mandated to include Directors of Public Safety and Public Health executives. The Sheriff, Fire/Police Chiefs, and Public Health Director serve on the Madera ATTF.

The SHSGP has no cash match.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$84,604) is recommended based on the actual balance of the 2019 Homeland Security Grant.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$84,604) is recommended to cover fixed asset purchases approved by the Anti-Terrorism Task Force and funded by CalOES under grant #2019-0035.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-CaIOES
 #2020-0095 (04078)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2020-0095 Grant

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	24,580	214,077	214,077	214,077
TOTAL INTERGOVERNMENTAL REVENUE	24,580	214,077	214,077	214,077
<u>TOTAL ESTIMATED REVENUES</u>	<u>24,580</u>	<u>214,077</u>	<u>214,077</u>	<u>214,077</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721306 Equipment<FA Limit	0	60,157	60,157	60,157
721400 Professional & Specialized Services	24,580	420	55,496	55,496
TOTAL SERVICES & SUPPLIES	24,580	60,577	115,653	115,653
FIXED ASSETS				
740300 Equipment	0	153,500	98,424	98,424
TOTAL FIXED ASSETS	0	153,500	98,424	98,424
<u>TOTAL EXPENDITURES</u>	<u>24,580</u>	<u>214,077</u>	<u>214,077</u>	<u>214,077</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget implements State Homeland Security Grant #2020-0095 program under Org Key 04078. The Grant includes three-year funding for equipment, training, and services to enhance public agency response to terrorism. Funding for the program originates at the Federal level and is allocated to local agencies by the State. Funding for expenditures in this budget request have been approved and authorized by the State under the State Homeland Security Grant Program (SHSGP). Each year, SHSGP funds are appropriated by the regional Anti-Terrorism Task Force (ATTF). Under federal law, the authority to appropriate these funds resides with the ATTF and is mandated to include Directors of Public Safety and Public Health executives. The Sheriff, Fire/Police Chiefs, and Public Health Director serve on the Madera ATTF.

The SHSGP has no cash match.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$214,077) is recommended based on the actual balance of the 2020 Homeland Security Grant.

SERVICES & SUPPLIES

721306 **Equipment<FA Limit** (\$60,157) is recommended unchanged for purchase of first responder safety equipment. Specific items are approved by CalOES.

721400 **Professional and Specialized Services** (\$55,496) is recommended increased \$55,076 for purchase of first responder safety equipment. Specific items are approved by CalOES.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$98,424) is recommended reduced \$55,076 to cover fixed asset purchases approved by the Anti-Terrorism Task Force and funded by CalOES under grant #2020-0095.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-CaIOES
 #2021-0081 (04079)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2021-0081 Grant

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	0	230,538	205,958	205,958
TOTAL INTERGOVERNMENTAL REVENUE	0	230,538	205,958	205,958
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>230,538</u>	<u>205,958</u>	<u>205,958</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	60,000	49,000	49,000
721900 Special Departmental	0	23,200	59,620	59,620
TOTAL SERVICES & SUPPLIES	0	83,200	108,620	108,620
FIXED ASSETS				
740300 Equipment	0	147,338	97,338	97,338
TOTAL FIXED ASSETS	0	147,338	97,338	97,338
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>230,538</u>	<u>205,958</u>	<u>205,958</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget implements State Homeland Security Grant #2021-0081 program under Org Key 04079. The Grant includes three-year funding for equipment, training, and services to enhance public agency response to terrorism. Funding for the program originates at the Federal level and is allocated to local agencies by the State. Funding for expenditures in this budget request have been approved and authorized by the State under the State Homeland Security Grant Program (SHSGP). Each year, SHSGP funds are appropriated by the regional Anti-Terrorism Task Force (ATTF). Under federal law, the authority to appropriate these funds resides with the ATTF and is mandated to include Directors of Public Safety and Public Health executives. The Sheriff, Fire/Police Chiefs, and Public Health Director serve on the Madera ATTF.

The SHSGP has no cash match.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$205,958) is recommended based on the actual balance of the 2021 Homeland Security Grant.

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$49,000) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES.

721900 **Special Departmental** (\$59,620) is recommended for the purchase of supplies specified by the grant.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$97,338) is recommended to cover fixed asset purchases approved by the Anti-Terrorism Task Force and funded by CalOES under grant #2021-0081.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-CaIOES
 #2022-0043(04081)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2022-0043 Grant

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	0	225,137	225,137	225,137
TOTAL INTERGOVERNMENTAL REVENUE	0	225,137	225,137	225,137
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>225,137</u>	<u>225,137</u>	<u>225,137</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	60,000	60,000	60,000
721900 Special Departmental	0	165,137	165,137	165,137
TOTAL SERVICES & SUPPLIES	0	225,137	225,137	225,137
FIXED ASSETS				
740300 Equipment	0	0	0	0
TOTAL FIXED ASSETS	0	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>225,137</u>	<u>225,137</u>	<u>225,137</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget implements State Homeland Security Grant #2022-0043 program under Org Key 04081. The Grant includes three-year funding for equipment, training, and services to enhance public agency response to terrorism. Funding for the program originates at the Federal level and is allocated to local agencies by the State. Funding for expenditures in this budget request have been approved and authorized by the State under the State Homeland Security Grant Program (SHSGP). Each year, SHSGP funds are appropriated by the regional Anti-Terrorism Task Force (ATTF). Under federal law, the authority to appropriate these funds resides with the ATTF and is mandated to include Directors of Public Safety and Public Health executives. The Sheriff, Fire/Police Chiefs, and Public Health Director serve on the Madera ATTF.

The SHSGP has no cash match.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$225,137) is recommended based on the actual balance of the 2022 Homeland Security Grant.

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$60,000) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES.

721900 **Special Departmental** (\$165,137) is recommended for the purchase of supplies specified by the grant.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-BSEE (04082)
 Equipment Grant
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	0	78,345	78,345	78,345
TOTAL INTERGOVERNMENTAL REVENUE	0	78,345	78,345	78,345
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>78,345</u>	<u>78,345</u>	<u>78,345</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721900 Special Departmental	0	78,345	78,345	78,345
TOTAL SERVICES & SUPPLIES	0	78,345	78,345	78,345
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>78,345</u>	<u>78,345</u>	<u>78,345</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – BSEE EQUIPMENT GRANT

COMMENTS

This budget provides appropriations for the Sheriff’s Boating Safety and Enforcement Equipment Grant under Org Key 04082. The work is supported by a grant from the California State Parks, Division of Boating and Waterways. The purpose of the funding is to provide safety equipment for the Swiftwater/Dive Rescue Team.

ESTIMATED REVENUES

654000 **ST-Other** (\$78,345) is recommended based on available grant funding projected.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$78,345) is recommended for safety gear as described in the grant agreement.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-OCJP NET
PROJECT (04090)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Asset Forfeiture Trust**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673300 Contributions & Donations	65,000	0	0	0
673400 Misc Rev - TR Funds	0	102,000	237,000	237,000
TOTAL MISCELLANEOUS REVENUE	65,000	102,000	237,000	237,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>65,000</u>	<u>102,000</u>	<u>237,000</u>	<u>237,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	9,474	10,000	10,000	10,000
720500 Household Expenses	5,008	3,000	5,000	5,000
720800 Maintenance - Equipment	2,324	6,000	4,000	4,000
721300 Office Expense	160	5,000	5,000	5,000
721400 Professional & Specialized Services	0	10,000	10,000	10,000
721600 Rents & Leases - Equipment	756	0	0	0
721900 Special Departmental Expense	15,201	20,000	20,000	20,000
722000 Transportation & Travel	4,337	23,000	23,000	23,000
TOTAL SERVICES & SUPPLIES	37,261	77,000	77,000	77,000
OTHER CHARGES				
730330 Rents & Leases - Equipment	7,571	25,000	10,000	10,000
TOTAL OTHER CHARGES	7,571	25,000	10,000	10,000
FIXED ASSETS				
740300 Equipment/Furniture	248,207	0	150,000	150,000
TOTAL FIXED ASSETS	248,207	0	150,000	150,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-OCJP NET
 PROJECT (04090)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 Asset Forfeiture Trust

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>TOTAL EXPENDITURES</u>	<u>293,039</u>	<u>102,000</u>	<u>237,000</u>	<u>237,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>228,039</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF - OCJP NET PROJECT

COMMENTS

On November 26, 1991, the Board of Supervisors established the Sheriff-OCJP NET Project under Org Key 04090. This budget unit is funded by asset forfeiture funds and provides revenue to support ongoing operational costs of the Narcotics Enforcement Team (NET). Trust Fund #6166 and #6167 are the revenue source for this program.

ESTIMATED REVENUES

673410 **Misc Revenue – TR Funds** (\$237,000) is recommended from the current fiscal year and represents available funding from the asset forfeiture funds.

SERVICES & SUPPLIES

720300 **Communications** (\$10,000) is recommended unchanged for NET communication expenses.

720500 **Household Expenses** (\$5,000) is recommended increased \$2,000 based on current fiscal year expenditures.

720800 **Maintenance - Equipment** (\$4,000) is recommended reduced \$2,000 to provide for maintenance of radio, listening devices, and office equipment.

721300 **Office Expense** (\$5,000) is recommended unchanged for general office supplies.

721400 **Professional & Specialized Services** (\$10,000) is recommended unchanged to provide for title searches, appraisals, and subpoenas, and funding to reimburse the State for a portion of the Agent-in-Charge.

721900 **Special Departmental Expense** (\$20,000) is recommended unchanged to provide special tools, equipment, and supplies. Funding in this account may be used for drug “buy money.”

722000 **Transportation & Travel** (\$23,000) is recommended unchanged to provide for technical training for new investigators.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$10,000) is recommended unchanged to pay copier lease expenses. The account also provides funds for lease of radio repeaters and other small equipment.

FIXED ASSETS

740300 **Equipment** (\$150,000) is recommended for the purchase of two new unmarked vehicles for MADNET to replace an older vehicle which currently has over 180,000 miles and provide a vehicle to an additional team member.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: SHERIFF-US DOJ
COPS- LEMHWA (04091)
Function: Public Protection
Activity: Police Protection
Fund: General
LEMHWA Contribution

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Fed - Other	30,638	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	30,638	0	0	0
OPERATING TRANSFERS IN				
680200 Operating Transfers In	0	96,824	58,790	58,790
TOTAL OPERATING TRANSFERS IN	0	96,824	58,790	58,790
<u>TOTAL ESTIMATED REVENUES</u>	<u>30,638</u>	<u>96,824</u>	<u>58,790</u>	<u>58,790</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	0	42,720	42,720	42,720
TOTAL SALARIES & EMPLOYEE BENEFITS	0	42,720	42,720	42,720
SERVICES & SUPPLIES				
721300 Office Expense	0	4,840	4,800	4,800
721400 Professional & Specialized Services	20,000	20,000	0	0
722000 Transportation & Travel	13,507	29,264	11,270	11,270
TOTAL SERVICES & SUPPLIES	33,507	54,104	16,070	16,070
<u>TOTAL EXPENDITURES</u>	<u>33,507</u>	<u>96,824</u>	<u>58,790</u>	<u>58,790</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,869</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget funds Overtime for a Deputy Sheriff assigned to the Peer Support Team and operating expenses through a grant with the Department of Justice LEMHWA. This is a two-year grant that expires on August 31, 2023. ORG 04091 was created and funded mid-year FY 2022-23.

ESTIMATED REVENUES

680200 **OPERATING TRANSFERS IN** (\$58,790) is recommended and is based on the projected available realignment funding from the law enforcement services subaccount.

SALARIES & EMPLOYEE BENEFITS

710105 **Overtime** (\$42,720) is recommended based on grant expenditures.

SERVICES & SUPPLIES

721300 **Office Expense** (\$4,800) is recommended for miscellaneous office supplies.

722000 **Transportation/Travel/Education** (\$11,270) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-US DOJ
 COPS- CPD (04092)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 LEMHWA Contribution

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	0	249,903	249,903	249,903
TOTAL OPERATING TRANSFERS IN	0	249,903	249,903	249,903
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>249,903</u>	<u>249,903</u>	<u>249,903</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communication Services	0			
721300 Office Expense	0	2,400	2,400	2,400
721900 Special Departmental Expense	0	11,500	11,500	11,500
TOTAL SERVICES & SUPPLIES	0	13,900	13,900	13,900
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	0	236,003	236,003	236,003
TOTAL INTRAFUND TRANSFERS	0	236,003	236,003	236,003
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>249,903</u>	<u>249,903</u>	<u>249,903</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

This budget reimburses BHS for a portion of two BHS Case Managers and one Licensed Mental Health Clinician and funds operating expenses through a grant with the Department of Justice CPD. This is a two-year grant that expires on August 31, 2023. ORG 04092 was created and funded mid-year FY 2022-23.

ESTIMATED REVENUES

680200 **OPERATING TRANSFERS IN** (\$249,903) is recommended and is based on the projected available realignment funding from the law enforcement services subaccount.

SERVICES & SUPPLIES

721300 **Office Expense** (\$2,400) is recommended for miscellaneous office supplies.

721400 **Professional & Specialized Services** (\$11,500) is recommended for contracted services

INTRAFUND TRANSFERS

770100 **Intrafund Transfers Out** (\$236,003) is recommended for reimbursement to BHS for portions of Case Managers and Licensed Mental Health Clinician time.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-SAMHAS
 MHAT (04093)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 MHAT Contribution

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	19,957	125,000	125,000	125,000
TOTAL INTERGOVERNMENTAL REVENUE	19,957	125,000	125,000	125,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>19,957</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	33,073	81,463	92,677	92,677
710110 Uniform Allowance	368	900	900	900
710200 Retirement	16,467	40,837	46,459	46,459
710300 Health Insurance	0	18,229	15,214	15,214
TOTAL SALARIES & EMPLOYEE BENEFITS	49,908	141,429	155,250	155,250
SERVICES & SUPPLIES				
721300 Office Expense	0	1,547	1,547	1,547
721900 Special Departmental Expense	68	1,608	1,608	1,608
TOTAL SERVICES & SUPPLIES	68	3,155	3,155	3,155
<u>TOTAL EXPENDITURES</u>	<u>49,976</u>	<u>144,584</u>	<u>158,405</u>	<u>158,405</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>30,020</u>	<u>19,584</u>	<u>33,405</u>	<u>33,405</u>

COMMENTS

This budget funds a Deputy Sheriff to be the CIT Program Coordinator and operating expenses through a grant with the Substance Abuse Health Services Administration Mental Health Awareness Training. This is a five-year grant. ORG 04093 was created and funded mid-year FY 2021-22.

ESTIMATED REVENUES

680200 **OPERATING TRANSFERS IN** (\$125,000) is recommended and is based on the projected available realignment funding from the law enforcement services subaccount.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$92,677) are recommended based on the cost of recommended staff.

710110 **Uniform Allowance** (\$900) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$46,459) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

710300 **Health Insurance** (\$15,214) is based on the employer’s share of health insurance premiums.

SERVICES & SUPPLIES

721300 **Office Expense** (\$1,547) is recommended for miscellaneous office supplies.

721900 **Special Departmental** (\$1,608) is recommended for contracted services

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-SAMHSA MHAT
 (04093)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff I or					-	-	
3412	Deputy Sheriff II	1.0	-	1.0	-	-	-	
TOTAL		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-Fork Fire
 Debris Removal (04094)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	0	997,500	997,500	997,500
TOTAL INTERGOVERNMENTAL REVENUE	0	997,500	997,500	997,500
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>997,500</u>	<u>997,500</u>	<u>997,500</u>
<u>EXPENDITURES</u>				
SERVICES & SUPPLIES				
721400 Professional Specialized	0	1,330,000	1,330,000	1,330,000
TOTAL SERVICES & SUPPLIES	0	1,330,000	1,330,000	1,330,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>1,330,000</u>	<u>1,330,000</u>	<u>1,330,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>332,500</u>	<u>332,500</u>	<u>332,500</u>

SHERIFF – FORK FIRE DEBRIS REMOVAL

COMMENTS

This budget provides appropriations for the Sheriff’s Fork Fire Debris Removal under Org Key 04094. The Fork Fire started on September 7th, 2022, and eventually burned 43 structures. This budget allows for cleanup of the debris caused by the Fork Fire. The State with CDAA Funding will cover 75% with a match of 25% from the county.

ESTIMATED REVENUES

654000 **ST-Other** (\$997,500) is recommended based on available grant funding projected.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$1,300,000) is recommended for services related to the cleanup of the Fork Fire debris.

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHRF-Peace Officer Memorial Fund
 (64320)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
TRUST REVENUE				
601000 Trust Revenue	0	1,000	1,000	1,000
TOTAL REVENUE	0	1,000	1,000	1,000
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	15	25	25	25
TOTAL REVENUE	15	25	25	25
<u>TOTAL ESTIMATED REVENUES</u>	<u>15</u>	<u>1,025</u>	<u>1,025</u>	<u>1,025</u>
SERVICES & SUPPLIES				
721900 Special Departmental Expense	0	1,025	1,025	1,025
TOTAL SERVICES & SUPPLIES	0	1,025	1,025	1,025
TOTAL EXPENDITURES	<u>0</u>	<u>1,025</u>	<u>1,025</u>	<u>1,025</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(15)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

These funds are donations made to the Peace Officer Memorial Fund and utilized strictly on the Peace Officer Memorial located at Courthouse Park.

REVENUE

601000 **Trust Fund Revenue** (\$1,000) is recommended unchanged.

640101 **Interest on Cash** (\$25) is recommended.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$1,025) is recommended to pay for incidentals.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-JAIL
(04610)
Public Protection
Detention & Correction
General**

Function:
Activity:
Fund:

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
651300 State - Mental Health	51,000	51,000	51,000	51,000
654000 State - Other	189,942	300,000	300,000	300,000
657000 Federal - Other	124,514	100,000	165,000	165,000
TOTAL INTERGOVERNMENTAL REVENUE	365,456	451,000	516,000	516,000
CHARGES FOR CURRENT SERVICES				
661816 Inmate Medical Copay	612	0	0	0
662700 Other Charges for Services	957	35,000	35,000	35,000
662900 DLY Jail Cnfn Cost PC 1203.1c	82,643	165,000	165,000	165,000
TOTAL CHARGES FOR CURRENT SERVICES	84,212	200,000	200,000	200,000
MISCELLANEOUS REVENUE				
672001 Sale Of Fire Arms	300	0	0	0
673000 Miscellaneous Revenue	15,242	0	0	0
673400 Misc Rev - TR Funds	32,763	50,000	50,000	50,000
673900 Misc Reimbursement - Other	1,037	0	0	0
TOTAL MISCELLANEOUS REVENUE	49,341	50,000	50,000	50,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	3,073,909	2,960,000	3,660,916	3,660,916
TOTAL OTHER FINANCING SOURCES	3,073,909	2,960,000	3,660,916	3,660,916
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,572,918</u>	<u>3,661,000</u>	<u>4,426,916</u>	<u>4,426,916</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	6,946,856	7,435,780	9,111,094	7,959,888
710103 Temporary Salaries	61,005	0	0	0
710105 Overtime	536,991	300,000	300,000	300,000
710106 Stand-by Pay	26,116	60,000	80,000	80,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-JAIL
(04610)
Public Protection
Detention & Correction
General**

Function:
Activity:
Fund:

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SALARIES & EMPLOYEE BENEFITS (continued)				
710107 Premium Pay	21,581	0	0	0
710110 Uniform Allowance	82,332	90,500	94,500	94,500
710200 Retirement	3,221,879	3,567,683	4,411,608	3,849,478
710300 Health Insurance	1,105,089	1,417,025	1,666,382	1,666,382
710400 Workers' Compensation Insurance	333,979	430,833	642,176	642,176
<i>FY 2022-23 Salary Savings (5%)</i>		<i>(550,173)</i>		
<i>FY 2023-24 Salary Savings Target</i>				<i>(1,000,000)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	12,335,827	12,751,648	16,305,760	13,592,424
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	63,805	61,000	61,000	61,000
720300 Communications	11,640	17,000	17,000	17,000
720305 Microwave Radio Services	18,884	23,000	23,000	23,000
720500 Household Expense	136,159	116,000	158,000	158,000
720600 Insurance	353,181	250,561	400,693	400,693
720800 Maintenance - Equipment	278,250	380,000	380,000	380,000
721000 Medical, Dental & Lab Supplies	39,634	65,000	65,000	65,000
721100 Memberships	0	500	500	500
721300 Office Expense	17,887	60,000	60,000	60,000
721400 Professional & Specialized Services	382,545	66,908	601,416	300,000
721430 Prof. & Specialized - Inmate Medical Services	4,171,780	4,305,284	5,906,200	5,906,200
721431 Prof. & Specialized - Food Services	1,008,146	1,244,617	1,445,337	1,445,337
721500 Advrts/Publications	1,728	0	0	0
721601 Rents & Leases - County Vehicle	81,038	116,865	275,082	275,082
721602 Rents & Leases - Other Equipment	0	60,000	60,000	60,000
721800 Small Tools & Instruments	0	200	200	200
721900 Special Departmental Expense	104,084	70,000	156,000	156,000
722000 Transportation & Travel/Education	44,467	35,000	45,000	45,000
722001 Transportation - Prisoners	11,703	5,000	5,000	5,000
722100 Utilities	502,873	480,000	480,000	230,000
TOTAL SERVICES & SUPPLIES	7,227,803	7,356,935	10,139,428	9,588,012
OTHER CHARGES				
730300 Rents & Leases - Equipment	50,811	60,000	60,000	60,000
TOTAL OTHER CHARGES	50,811	60,000	60,000	60,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SHERIFF-JAIL
 (04610)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
OTHER FINANCING USES				
740200 Op Transfer Out - Cap Project	50,413	0	0	0
TOTAL OTHER FINANCING USES	50,413	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>19,664,854</u>	<u>20,168,583</u>	<u>26,505,188</u>	<u>23,240,436</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>16,091,936</u>	<u>16,507,583</u>	<u>22,078,272</u>	<u>18,813,520</u>

SHERIFF – JAIL DIVISION

COMMENTS

The Sheriff's Office – Jail Division operates the County Jail and provides custody of persons awaiting trial under sentence from the Superior Court; awaiting transfer to another jurisdiction, State prison or institution; or sentencing to both local and State time in the County facility. In October of 2011, Assembly Bill 109 went into effect. The Average Daily Inmate Population (ADP) for FY 2011-12 went up to 395. Based on the fluctuation of inmate population since the implementation of AB 109 and Propositions 47 and 57, an ADP of 454 for FY 2022 - 2023 is projected. Costs and staffing levels in this budget are reflective of maintaining a high ADP.

In 2010, Madera County received a \$30 Million dollar award through Assembly Bill 900 (Phase I) to construct two housing units consisting of 144-beds, central plant, administration and training facility, and renovation of existing housing units and facility security systems. This project was completed at the end of 2013. In 2012, Madera County received a \$3 Million dollar award through Assembly Bill 900 (Phase II) to construct a Jail kitchen, commissary, and maintenance building. This project was started in January 2015 and was completed June 2016. On February 16, 2017, Madera County was approved for a \$19 Million dollar award through Assembly Bill 1022 the Adult Criminal Justice Facilities Construction (Phase III). The new construction project is anticipated to begin April 2020 with an anticipated completion date of 2023.

Assembly Bill 109 legislation and prison realignment continues to impact Jail operations, specifically inmate population management and classification issues. With this, the number of inmate assaults on other inmates and staff has increased as more dangerous and highly sophisticated State inmates are kept in the facility. The Average Length of Stay (ALS) continues to increase as more inmates who would have been sentenced to a State facility are sentenced to time in the County jail. Currently, Madera County has an inmate in custody who has received a ten (10) year local sentence. AB 109 is expected to continue to impact Madera County and other county jails for many years to come. However, some relief to inmate population has been seen, and the Department hopes that, through inmate programs and collaborative efforts with other local agencies and services, the recidivism rate can be reduced. However, through inmate programs and collaborative efforts with our local community partnerships, we continue to see the recidivism rates decrease for those inmates who participate in our evidence based and cognitive-behavioral programs including vocational courses provided here at Madera County Sheriff's Department – Jail Division.

In March 2020, the Jail Division began working in partnership with the Madera County Office of Emergency Services (OES), Public Health as well as State and Federal authorities to mitigate the spread of the COVID-19 virus within the jail, as well as outside the walls of the jail and into the community. A substantial dedication of staff and resources has been required to meet state and federal guidelines.

WORKLOAD

	<u>Actual</u> <u>2020-21</u>	<u>Estimated</u> <u>2021-22</u>	<u>Projected</u> <u>2022-23</u>
Average Daily Inmate Population	417	431	454
Bookings	4,586	4,300	4,403

SHERIFF – JAIL DIVISION

ESTIMATED REVENUES

- 651300** **State – Mental Health** (\$51,000) is unchanged and reflects projected Jail Mental Health Realignment revenues for the budget year.
- 654000** **State – Other** (\$300,000) is recommended based on the current fiscal year due to an estimated increase through the state budget legislation for POST/STC training reimbursements from the State and CDCR reimbursement for holding CDCR inmates during this period of greatly reduced CDCR intake of county jails inmates due to the pandemic COVID emergency.
- 657000** **Federal – Other** (\$165,000) is recommended based on the current fiscal year and reflects the projected revenues from the State Criminal Alien Assistance Program (SCAAP).
- 662700** **Other Charges for Services** (\$35,000) is unchanged from the current fiscal year due to the decrease of community service participation by the courts from the current fiscal year based on projected community service fees to be collected in the budget year.
- 662900** **Daily Jail Incarceration Fee PC 1203.1c** (\$165,000) is recommended based on the current fiscal year and projected jail incarceration fees to be collected in the budget year.
- 673400** **Misc. Revenue TR Funds** (\$50,000) is recommended based on the current fiscal year and reflects the projected transfers from the Jail Inmate Trust. (Reference 731305 Contributions to Other Agencies)
- 680200** **Operating Transfers In** (\$3,660,916) is recommend based on the current fiscal year and reflects projected revenues from AB 109 (\$1,900,000) and Prop 69 (\$100,000), projected booking fees (\$60,000), and a onetime ARPA transfer (\$1,600,916) for FY 2023-24.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$9,111,094) reflects a recommended increase of \$1,675,314 from the current fiscal year based on the projected costs of the recommended staff allocations.

SALARIES & EMPLOYEE BENEFITS (continued)

710105 **Overtime** (\$300,000) is recommended unchanged from the current fiscal year based on vacant positions, a percentage of which is offset by STC 924 training reimbursements. Overtime is strictly monitored, controlled, and used to maintain minimum staffing levels mainly in the custody and transportation divisions and to backfill for those attending training to meet State training mandates noted below. It is also used to cover the critical workload while vacant funded positions are being recruited. It is also used to cover extra duties and workloads in order to comply with State and County Health and Safety regulations as a result of the COVID pandemic.

Note: Correctional Officers who are injured while on duty and go on extended leave (CIDS-up to one (1) year per incident) receive full salary and benefit payments from the Department of Corrections budget. While on leave, and only when absolutely necessary, these positions are backfilled with overtime.

Correctional Officers are required to attend 24-hours of ongoing training during the fiscal year. New Correctional Officers are required to attend the Core STC Academy (187 hours) an increase of (11 hours) based on new state regulations, within their first year of employment along with PC 832 training, Laws of Arrest and Use of Deadly Force (64 hours). This training is reimbursed by the State through STC funds, which is used to offset the overtime incurred for coverage while the officers are at training. Training reimbursement received in the STC account will reimburse the increase in overtime.

710106 **Standby & Night Premium** (\$80,000) is recommended increased \$20,000 from the current fiscal year based on the anticipated number of officers to be hired in Fiscal Year 2023-24. This category funds the premium paid to personnel working either of the two shifts which fall under the guidelines of section 18.00.00 of the Memorandum of Understanding for Correctional Officer and Clerical bargaining units.

710110 **Uniform Allowance** (\$94,500) is recommended. This category funds the uniform allowance of \$75 per officer monthly as per Section 15.00.00 of the Memorandum of Understanding for the Correctional Officer bargaining unit.

710200 **Retirement** (\$4,411,608) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

710300 **Health Insurance** (\$1,666,382) is based on the employer’s share of health insurance premiums.

710400 **Workers’ Compensation** (\$642,176) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$61,000) is recommended unchanged from the current fiscal year based on projected inmate population for FY 2023-24, for clothing replacement (colored shirts and trousers, socks, work boots, coats, underwear, shoes, court-ordered clothing, bedding, etc.) Also, this account funds required health and welfare items such as: feminine hygiene, inmate haircuts, inmate welfare packets (toothbrush, toothpaste, writing paper, etc.).
- 720300** **Communications** (\$17,000) is recommended unchanged from the current fiscal year based on addition of phone lines, telephone service charges, relocation, replacement, fax line and cellular telephone charges for Command, Transport, and CSU staff. The California Law Enforcement Teletype System (CLETS) and Cogent Fingerprint line rentals are paid from this account.
- 720305** **Microwave Radio Services** (\$23,000) is recommended unchanged from the current fiscal year for the Department's contribution to the Internal Service Funds based on the number of radios utilizing the County's microwave radio network and per costs provided by Information Technology.
- 720500** **Household Expense** (\$158,000) is recommended increased \$42,000 from the current fiscal year to meet the needs and continue with the maintenance of facility needs that include:
- A. Disinfecting cleaners and supplies for staff areas and inmate housing units.
 - B. Replacement bedding, mattresses, pillows, sheets, blankets, pillowcases, mattress covers and towels.
 - C. Household supplies, toilet paper, paper towels, laundry soap, bleach, floor wax, floor stripper, polishing/buffing disks, mops, handle and head replacement, mop buckets, wringers, stainless steel cleaner, brooms, garbage cans, plastic can liners, waste baskets, floor safety matting, toilet bowl brushes, etc.
 - D. Refuse disposal service (approximately \$40,000 annually).
- 720600** **Insurance** (\$400,693) is recommended for the Department's contribution to the County's Self-Insured Liability Program (\$224,693) and includes an appropriation (approximately \$176,000) to pay the annual premium for the County's Catastrophic Inmate Medical Insurance plan.
- 720800** **Maintenance - Equipment** (\$380,000) is recommended unchanged from the current fiscal year for maintenance or repair of California Law Enforcement Teletype System (CLETS), Lexipol policy annual subscription, Identification (ID) cameras, laminator, digital recorders, fire alarm, check writer, fire extinguishers, video equipment, vehicles, firearms, computer equipment, two-way radios, module and cell intercoms, and washers and dryers, the MCDC Security System through Total Technology Solutions and CML contractual anticipation and the Jail Management System server and support. This cost will no longer be reimbursed through the Technology Grant through the Securus contract, MCC# 9842-C-2013.

SERVICES & SUPPLIES (continued)

- 721000** **Medical, Dental & Laboratory Supplies** (\$65,000) is recommended unchanged from the current fiscal year. This increase is funded from acct. 720800 and is necessitated by increased product cost in due to COVID-19. These funds are used to replenish miscellaneous non-prescription medical supplies such as band-aids, elastic bandages, tongue depressors, first aid kits, paper masks, and special heavy-quilted modesty garments for inmates housed in safety cells. In addition, this account funds the purchase of latex gloves which are necessary to prevent the spread of MRSA, H1N1, COVID-19 and other contagious diseases. Correctional staff uses latex gloves when searching inmates going to and coming from court, housing units, and when handling dirty or contaminated inmate clothing and bedding. Latex gloves are also utilized for the collection of required DNA swab samples from all felony inmates.
- 721100** **Memberships** (\$500) is recommended unchanged from the current fiscal year for memberships in Central California Jail Manager’s Association, California Jail Programs Association (CJPA), California Law Enforcement Association of Records Supervisors (CLEARs), Central California Training Officer’s Association (CCTOA), California State Sheriff’s Association (CSSA), Fresno Madera Chiefs Association, Fresno Peace Officer’s Gun Range, Prison Gang Task Force (PGTF), Computerized C.L.E.T.S. Users Group (CCUG), California Gang Investigator’s Association (CGIA), and National Tactical Officer’s Association (NTOA), CCJWSA (California Criminal Justice Warrant Services Association), American Jail Association (AJA), California Association of Hostage Negotiators (CAHN).
- 721300** **Office Expense** (\$60,000) is recommended unchanged from the current fiscal year. These funds are used to replenish miscellaneous non-prescription medical supplies such as from the current fiscal year for all general office supplies, copy paper, and a number of various forms. This account also provides for computer equipment and minor office equipment purchases and toner.
- 721400** **Professional & Specialized Services** (\$601,416) is recommended increased \$534,508 from the current fiscal year. These funds are used to replenish miscellaneous non-prescription medical supplies such as from the current fiscal year to support rates and quantity of service for the following:
- \$400,000 Private Security Guard Service: To guard inmates housed in the hospital, which is more economical than using Correctional Officers. Costs for this service are difficult to project as it is determined by the number of inmates needing hospital care and their length of stay there.
 - \$ 2,000 Drug Screening: For in-custody inmates and inmates participating in supervised release and county parole programs. Also screening for inmates suspected of being under the influence of narcotics and/or engaged in importation of drugs into the facility.

SERVICES & SUPPLIES (continued)

721400 **Professional & Specialized Services** (continued)

- \$10,000 Psychological Examinations: As required by state law for all Correctional Officer applicants. An estimated ___ examinations will be given in Fiscal Year 2023-24.
- \$10,000 Polygraph Examinations: Administered to all Correctional Officer applicants.
- \$12,000 Background Investigations: Conducted on all Correctional Officer applicants. An estimated ___ examinations will be conducted in Fiscal Year 2023-24.
- \$40,000 Justice Benefits Inc.: Prepares and assists DOC staff with Federal revenue enhancement activities related to State Criminal Alien Assistance Program (SCAAP) and PATH funding receiving 9% up to awards of \$89,921; and 18% on any amount over that.
- \$29,742 LensLock: Supplies body worn cameras and software.
- \$25,000 Lexipol: Department Policy Manual and Training

721430 **Inmate Medical Services** (\$5,906,200) reflects a recommended increase of \$1,600,916 from the current fiscal year per contract agreement (which includes \$5,000 for the aggregate HIV payment). The department contracts with California Forensic Medical Group, Inc. for medical, dental, and mental health services at an average base monthly cost of \$492,183.

721431 **Inmate Food Services** (\$1,445,337) is recommended increased \$200,720 from the current fiscal year due to current and projected inmate population as impacted by AB 109 and Proposition 47 and the estimated number of meals for Fiscal Year 2023-24 including 8.25% sales tax and anticipated CPI of 3.5% (CPI-Food Away from Home, all Urban U.S. City Average).

721601 **Rents and Leases – County Vehicles** (\$275,082) is recommended increased from the current fiscal year for travel to out of county facilities and funds the department’s transportation of prisoners to and from those in-county and out-of-county facilities, to include medical appointments, court, etc. For FY 2023-24, it is estimated the annual mileage will be 179,792 miles @ 1.53 plus fuel and oil. The department continues to utilize TOPIC (Transportation of Prisoners in Cooperation) which has helped reduce transportation costs. Additional vehicle rental costs from Central Garage.

SERVICES & SUPPLIES (continued)

- 721800** **Small Tools & Instruments** (\$200) is recommended unchanged for paint brushes, paint rollers, sandpaper, replacement of small hand tools, ladders, cleaning tools for weapons, screwdrivers, pliers, miscellaneous tools used in security searches. The department has undertaken a program to repair and paint inmate housing areas due to wear and tear in the facility.
- 721900** **Special Departmental Expense** (\$156,000) is recommended increased \$86,000 from the current fiscal year for recruitment information, downloading in-custody audio evidence and DVD costs for downloading in-custody video evidence, including inmate assaults and other criminal activity; equipment related to the gathering of crime scene evidence; critical incident and inmate photos; flash drives for storing investigative data and training material. This account also provides for new employee uniforms, badge replacement, shoulder and star patch replacement, duty gear, belly chains, leg irons, handcuffs, replacement of broken restraint equipment, new and/or replacement flashlights, handheld two-way radio battery packs and microphones, identification supplies, flashlight batteries, security key blanks, chemical agents, ammunition for firearms qualification, stands, targets, range fees, gun cleaning supplies, ear plugs, tape, shooting glasses and miscellaneous small equipment.
- 722000** **Transportation and Travel** (\$45,000) is recommended increased \$10,000 from the current fiscal year to cover the training costs for newly promoted Corporals and Sergeant’s Supervisory Core Academy costs and increased costs of required Academy ammunition. Management and supervisory staff attend out-of-county professional meetings that are offered or sponsored by the State of California’s Board of State and Community Corrections, as well as the Central California Jail Manager’s Association, California State Sheriff’s Association, Fresno/Madera Chief’s Association, California Jail Programs Association and Central California Training Officer’s Association.
- 722001** **Transportation - Prisoners** (\$5,000) is recommended unchanged from the current fiscal year. The transportation unit moves sentenced inmates to the primary reception center at North Kern State Prison in the southern Central Valley, occasionally DVI located in Tracy in the northern Central Valley, Patton and C.R.C located in San Bernardino, Metro and CIW in Los Angeles County, and Atascadero State Hospital in San Luis Obispo County. DOC transportation has also been impacted by the reduction of assistance from Los Angeles County transportation. This account funds per diem costs associated with this out-of-county travel.
- 722100** **Utilities** (\$480,000) is recommended unchanged from the current fiscal year to cover the cost of services for Madera County Department of Corrections PG&E Solar True-Up based on projected gas, electricity, sewer, water, and disposal services.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$60,000) is recommended for the current fiscal year for department's lease of copiers, desktop computers, command staff tablets, and other necessary technology equipment rentals to include Interactive White Boards.

Note: All services and supplies budget appropriations are based on a projected ADP of 495 inmates for Fiscal Year 2023-24. Contract rates are based on escalation clauses and agreed to capital increases.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-JAIL DIVISION
(04610)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	-	-	1.0		1.0	-	B
3205	Administrative Analyst I or					-	-	A
3206	Administrative Analyst II	3.0	-	2.0		(1.0)	-	
3205U	Administrative Analyst I or	-	-			-	-	
3206U	Administrative Analyst II or	-	-			-	-	
3209U	Senior Administrative Analyst			1.0		1.0	-	A
4131	Assistant Sheriff	1.0	-	1.0		-	-	
3823	Building Crafts & Maintenance Worker I or					-	-	
3822	Building Crafts & Maintenance Worker II	1.0	-	1.0		-	-	
3377	Business Systems Information Analyst I or					-	-	
3378	Business Systems Information Analyst II	1.0	-	1.0		-	-	
3131	Correctional Captain or	1.0		1.0		-	-	
3443	Correctional Captain (POST)					-	-	
3433	Correctional Corporal or	11.0	-	12.0		1.0	-	D
3440	Correctional Corporal (POST)					-	-	
3255	Correctional Lieutenant or	2.0	-	2.0		-	-	
3442	Correctional Lieutenant (POST)					-	-	
3431	Correctional Officer I or					-	-	
3432	Correctional Officer II or	81.0	2.0	81.0	2.0	-	-	
3439	Correctional Deputy					-	-	
3458	Public Record Safety Records Specialist	6.0	1.0	6.0	1.0	-	-	
3325	Correctional Sergeant or							
3441	Correctional Sergeant (POST)	7.0	-	8.0		1.0	-	D

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SHERIFF-JAIL DIVISION
(04610)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		
3351 Human Resources Technician I or					-	-	
3352 Human Resources Technician II or	2.0	-	1.0		(1.0)	-	B
3205 Administrative Analyst I or							
3354 Administrative Analyst II							C
3636 Program Assistant I or					-	-	
3637 Program Assistant II	4.0	-	4.0		-	-	
3638 Program Assistant I or					-	-	
3639 Program Assistant II		-			-	-	
3654 Senior Program Assistant	1.0	-	1.0		-	-	
TOTAL	121.0	3.0	123.0	3.0	2.0	-	

NOTES:

- A** Flexibly staff one (1) Admin Analyst to one (1) Sr.Admin Analyst Unrepresented
- B** Flexibly staff one (1) Human Resource Technician to one (1) Accounting Technician
- C** Flexibly Staff HR Tech up to Admin Analyst due to the new complexity of Payroll
- D** Add one (1) Sgt and one (1) Corporal to align with 12 hour shift schedule

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DOC CITIZENS OPN
 PUB SAFETY (04630)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	75,000	75,000	75,000	75,000
TOTAL OTHER FINANCING SOURCES	75,000	75,000	75,000	75,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	30,011	30,000	25,000	25,000
721900 Special Departmental Expense	44,597	45,000	50,000	50,000
TOTAL SERVICES & SUPPLIES	74,608	75,000	75,000	75,000
<u>TOTAL EXPENDITURES</u>	<u>74,608</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(392)</u>	<u>0</u>	<u>0</u>	<u>0</u>

SHERIFF – JAIL DIVISION Citizens Opn Public Safety

COMMENTS

The Citizens Option for Public Safety (COPS) Program was originally adopted in AB3229 (Brulte) 1996 with funding from the State General Fund. COPS provides funding for front-line law enforcement (city police, county sheriffs, and police protection districts); county jails; district attorneys for prosecution; and local juvenile justice programs.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$75,000) is recommended based on the current fiscal year for the Sheriff – Jail Division Citizens Option for Public Safety Program.

SERVICES & SUPPLIES

720800 **Maintenance - Equipment** (\$25,000) is recommended unchanged from the current fiscal year for repair and replacement of Identification (ID) cameras, laminator, digital records, fire alarm, check writer, fire extinguishers, video equipment, vehicles, firearms, computer equipment, two-way radios, and other miscellaneous departmental office equipment.

721900 **Special Departmental Expense** (\$50,000) is recommended unchanged from the current fiscal year. This account also provides for small equipment, badges, shoulder patches, belly chains, leg irons, handcuffs, replacement of broken restraint equipment, new and/or replacement flashlights, hand-held two-way radio battery packs and microphones, identification supplies, flashlight batteries, security key blanks, chemical agents, ammunition for firearms qualification, stands, targets, range fees, gun cleaning supplies, ear plugs, tape, shooting glasses and body armor.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: JUVENILE HALL
 (04720)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
657013 FED - CH Food Prog Juv Hall	45,684	72,000	65,000	65,000
TOTAL INTERGOVERNMENTAL REVENUE	45,684	72,000	65,000	65,000
MISCELLANEOUS REVENUE				
673800 PY Cancel Warrants	376	0	0	0
673920 Misc Reim - Other	250	0	0	0
TOTAL MISCELLANEOUS REVENUE	626	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Financing Sources	1,844	756,377	993,899	993,899
TOTAL MISCELLANEOUS REVENUE	1,844	756,377	993,899	993,899
<u>TOTAL ESTIMATED REVENUES</u>	<u>48,154</u>	<u>828,377</u>	<u>1,058,899</u>	<u>1,058,899</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,127,119	2,601,195	2,900,000	2,900,000
710103 Extra Help	102,783	260,000	210,000	210,000
710105 Overtime	194,280	183,750	200,000	200,000
710106 Stand-by Pay	0	9,000	9,000	9,000
710107 Premium Pay	9,512	11,500	11,500	11,500
710110 Uniform Allowance	25,500	28,800	28,800	28,800
710200 Retirement	1,024,224	1,287,788	1,450,000	1,450,000
710300 Health Insurance	394,669	551,034	725,000	725,000
710400 Workers' Compensation Insurance	180,917	233,383	180,239	180,239
TOTAL SALARIES & EMPLOYEE BENEFITS	4,059,005	5,166,450	5,714,539	5,714,539

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: JUVENILE HALL
 (04720)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	8,292	25,000	30,000	30,000
720300 Communications	10,984	10,000	15,000	15,000
720500 Household Expense	54,193	60,000	60,000	60,000
720600 Insurance	4,270	5,594	5,653	5,653
720800 Maintenance - Equipment	104	5,500	5,500	5,500
720900 Maintenance - Structures & Grounds	6,015	1,000	1,000	1,000
721100 Memberships	0	35	180	180
721300 Office Expense	6,283	5,500	6,500	6,500
721400 Professional & Specialized Services	658,109	916,845	950,000	950,000
721600 Rents & Leases - Equipment	7,152	0	0	0
721601 Rents & Leases - Co Vehicles	0	0	10,000	10,000
721900 Special Departmental Expense	19,619	11,000	11,000	11,000
722000 Transportation & Travel	3,370	4,000	4,000	4,000
722100 Utilities	45,445	60,000	30,000	30,000
TOTAL SERVICES & SUPPLIES	823,835	1,104,474	1,128,833	1,128,833
OTHER CHARGES				
730330 Lease - Principal (GASB 87)	0	10,000	10,000	10,000
TOTAL OTHER CHARGES	0	10,000	10,000	10,000
FIXED ASSETS				
740200 Buildings and Improvements	56,128	94,000	120,000	120,000
TOTAL FIXED ASSETS	56,128	94,000	120,000	120,000
<u>TOTAL EXPENDITURES</u>	<u>4,938,969</u>	<u>6,374,924</u>	<u>6,973,372</u>	<u>6,973,372</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>4,890,814</u>	<u>5,546,547</u>	<u>5,914,473</u>	<u>5,914,473</u>

JUVENILE DETENTION FACILITY

COMMENTS

The Madera County Juvenile Correctional Facility is a place of detention for youth offenders taken into custody under the provisions of Section 602 of the Welfare & Institutions Code and Juvenile Court Law. Youths are detained for their protection or the protection of the community, and/or pending final disposition of their cases. In October 2009, the Juvenile Correctional Camp program was merged into the Juvenile Hall to reduce the FY 2009-10 Probation budget. The Correctional Camp program, now known as Juvenile Correctional Academy program, was reduced from 64 beds to 25 beds, and the Juvenile Hall was reduced from 70 to 40 beds. Furthermore, in FY 2010-11, an artificial cap was placed on the youth detention program. Additionally, Senate Bill 823, passed in 2020, prospectively realigned the Division of Juvenile Justice (DJJ) population from the State to California Counties effective July 1, 2021. The realignment target population (up to age 25) brings both new challenges and opportunities. There are five secured youth track beds for realigned youth. The bill created the SB 823 Subcommittee of the Juvenile Justice Coordinating Council. This Subcommittee has convened to consider the requirements of WIC 1995 and developed the Madera County Juvenile Justice Realignment Plan to succeed in providing safety and services to this population.

ESTIMATED REVENUES

- 657013** **Federal - Child Food Program** (\$65,000) is recommended decreased \$7,000 from the current fiscal year based on the Department's receipt of funds from the Federal Child Food Program.
- 680200** **Operating Financing Sources** (\$993,899) is recommended for State funds for SB 823 Juvenile Justice Realignment (\$340,000) for salaries and benefits, services and supplies, and infrastructure related to the SB 823 Board approved plan; and (\$285,595) from Juvenile reserve funds.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,900,000) is recommended increased \$298,805 based on recommended staffing levels, while holding vacant positions and continue funding positions through State grants without any detriment to public safety. The state grant funds three Youth Correctional Officer positions, one Probation Program Specialist, and one Youth Correctional Officer Lieutenant from SB 823 DJJ Realignment.
- 710103** **Extra Help** (\$210,000) is recommended reduced \$50,000 for six extra help staff. Extra help staff are not paid unless they report for duty and do not receive vacation or sick leave accruals. These officers backfill vacant posts when full-time staff do not report for duty for reasons which include training, vacation, sick leave, FMLA, Workers' Comp, maternity leave, etc. Extra help staff also backfill transportation officers and help staff the special housing of youth when there is a need. This is utilized to deal with youth who need to be isolated because they pose physical harm to themselves or others.

JUVENILE DETENTION FACILITY

SALARIES & EMPLOYEE BENEFITS (continued)

- 710105** **Overtime** (\$200,000) is recommended increased \$16,250 to account for increase in salaries for overtime costs that are necessary for a 24/7 detention facility. Overtime is utilized when officers are required to come in early or work past their shift during staffing shortages, which is a common occurrence in the institution. All 45 FTE officers are mandated to attend a minimum of 24 to 40 hours per fiscal year outside of their normal work shift. Over 50 major additions to CCR Title 15, Juvenile Institutional Regulations, requires additional on-going training for officers on their regular days off. Additionally, the officers who work full-time 12-hour shifts are eight hours of overtime during a four week pay period. Ultimately, 12-hour shifts reduce payroll because these shifts require fewer staff than a traditional 8 or 10-hour workday would require, thus reducing retirement, health benefits and other payroll costs.
- 710106** **Standby & Night Premium** (\$9,000) is recommended for the time officers are needed for hospital stays for the youth in surrounding cities.
- 710107** **Premium Pay** (\$11,500) is recommended unchanged based on current year needs.
- 710110** **Uniform Allowance** (\$28,800) is recommended unchanged.
- 710200** **Retirement** (\$1,450,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$725,000) is based on the County's anticipated contribution for employee health care costs.
- 710400** **Workers' Compensation** (\$180,239) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$30,000) is recommended increased \$5,000 to cover the clothing and personal hygiene costs of the youths.
- 720300** **Communications** (\$15,000) is recommended increased \$5,000 due to CPI increases for telephone cost of this Department, including the monthly cost for Wireless service and the Live-Scan digital fingerprinting system.

JUVENILE DETENTION FACILITY

SERVICES & SUPPLIES (continued)

- 720500** **Household Expense** (\$60,000) is recommended unchanged based on current need for garbage pickup and items such as latex gloves, bedding, mattresses, antibacterial janitorial supplies, laundry service, and additional PPE.
- 720600** **Insurance** (\$5,653) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$5,500) is recommended unchanged for maintenance of numerous security cameras, electronics, security locks, and machinery in the facility. The facility was built in 2001 and repairs have increased over the past couple of years. Such repairs are unavoidable and routine maintenance in operating a Juvenile Detention Facility. Any major repairs or machinery replacement will need to be covered by the maintenance department budget.
- 720900** **Maintenance - Structures and Grounds** (\$1,000) is recommended unchanged for paint and supplies to cover up graffiti vandalism and other routine painting and minor landscaping.
- 721100** **Memberships** (\$180) is recommended increased \$145 for the Deputy Chief's, Lieutenant's, and Sergeants' memberships to the California Association of Probation Institution Administrators (CAPIA).
- 721300** **Office Expense** (\$6,500) is recommended increased \$1,000 due to inflation, to purchase necessary items including computers, printers, furniture, law books, and general office supplies.
- 721400** **Professional & Specialized Services** (\$950,000) is recommended increased \$33,155 to cover increases in annual medical and food contract increases and SB823 contracted Workforce re-entry services and an RFID advanced safety checks system. The SB823 costs are reimbursed fully by the grant. This account also includes funding for youth development programs, program evaluations, electronic monitoring (house arrest), Lexipol, private security, background investigations, psychological evaluations on prospective employees and annual inspections as required by Title 15 Regulations.
- 721601** **Rents & Leases – Co Vehicles** (\$10,000) is recommended for the new County rate for the leasing of vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$11,000) is recommended unchanged for the purchase of radios, batteries, safety equipment, riot gear, handcuffs, waist chains, pepper spray and other items.
- 722000** **Transportation & Travel** (\$4,000) is recommended unchanged for registration fees of mandated training.
- 722100** **Utilities** (\$30,000) is recommended decreased \$30,000 based on prior year average and the anticipated increase of gas and electricity and newly installed water meters.

JUVENILE DETENTION FACILITY

OTHER CHARGES

- 721600** **Lease-Principal (GASB 87)** (\$10,000) is recommended unchanged for the rental of vehicles from Central Garage and copy machine lease.
- 740200** **Buildings and Improvements** (\$120,000) is recommended increased \$26,000 for the construction costs related to the SB 823 DJJ Realignment Plan, which will be reimbursed by SB 823 funds.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **JUVENILE HALL
(04720)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	1.0	-	1.0	-	-	-	
3104	Deputy Chief Probation Officer	1.0	-	1.0	-	-	-	
3461	Youth Correctional Officer I or							
3462	Youth Correctional Officer II	31.0	1.0	31.0	1.0			
3463	Youth Correctional Officer Corporal	6.0	-	6.0	-	-	-	
	Youth Correctional Officer Sergeant	4.0	-	4.0	-	-	-	
3455	Youth Correctional Officer Lieutenant			1.0	-			
3527	Probation Specialist	1.0	-	1.0	-	-	-	A
3636	Program Assistant I or							
3637	Program Assistant II or					-	-	
3669	Legal Secretary I or							
3653	Legal Secretary II	1.0		1.0		-		
TOTAL		<u>45.0</u>	<u>1.0</u>	<u>46.0</u>	<u>1.0</u>	<u>1.0</u>	<u>-</u>	

NOTES:

A Funding one FTE Youth Correctional Officer Lieutenant; previously funded out of ORG 04785 JJCPA.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION
(04710)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630230 JUV PROB SPRVSN W&I 602	120	0	0	0
630306 RESTITUTION FINE REBATE 10%	21,226	25,000	25,000	25,000
TOTAL FINES, FORFEITURES & PENALTIES	21,346	25,000	25,000	25,000
INTERGOVERNMENTAL REVENUE				
652503 ST - PRISON CRIMES REIMB	24,906	140,000	140,000	140,000
652505 ST - C J S S REALIGNMENT	750,000	750,000	750,000	750,000
652507 ST - TANF GRANT-PROBATION	0	0	728,000	728,000
654007 ST - CORR TRAINING SB 924	50,364	60,000	70,000	70,000
654535 ST - GRANT	7,309	0	0	0
655209 FED - MEDI CAL ADM/TRGT CS MGM	0	35,000	80,000	80,000
657016 FED - PROBATION IVE RECOVERY	232,563	135,000	135,000	135,000
657044 FED - HEALTH TARGETED CASE	218,635	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	1,283,777	1,120,000	1,903,000	1,903,000
CHARGES FOR CURRENT SERVICES				
661502 BOOKING FEES - COUNTY	5	0	0	0
662304 WORK FURLOUGH	6	0	0	0
662716 PROB COLLECTION FEES	12,297	0	0	0
662717 COMMUNITY SERVICE FEES	3	0	0	0
662718 PROB DRUG SCREENING	4,182	0	0	0
662719 PROB ELECTRONIC MONITORING	11	0	0	0
662720 PROBATION SERVICES	1,827	0	0	0
662721 PC 1205(D) ADMIN	14,452	0	0	0
662722 PUBLIC DEFENDER FEE	8,819	0	0	0
662735 PROB SVCS - REPORTS	984	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	42,587	0	0	0
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	103,094	397,254	265,873	265,873
673000 MISCELLANEOUS	309,754	309,637	309,637	309,637
TOTAL MISCELLANEOUS REVENUE	412,849	706,891	575,510	575,510

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION
(04710)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	2,247,927	618,819	700,000	700,000
TOTAL OTHER FINANCING SOURCES	2,247,927	618,819	700,000	700,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>4,008,485</u>	<u>2,470,710</u>	<u>3,203,510</u>	<u>3,203,510</u>
<u>EXPENDITURES</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	3,126,214	3,166,420	3,200,000	3,200,000
710103 Extra Help	5,922	0	0	0
710105 Overtime	10,197	0	25,000	25,000
710107 Premium Pay	2,866	3,000	3,000	3,000
710110 Uniform	960	0	0	0
710200 Retirement	1,548,117	1,528,708	1,600,000	1,600,000
710300 Health Insurance	497,060	515,097	675,000	675,000
710400 Workers' Compensation Insurance	168,361	145,000	292,171	292,171
TOTAL SALARIES & EMPLOYEE BENEFITS	5,359,695	5,358,225	5,795,171	5,795,171
SERVICES & SUPPLIES				
720200 Clothing/Pers Supply	219			
720300 Communications	29,434	26,200	30,000	30,000
720305 Microwave Radio Services	24,550	23,680	25,000	25,000
720500 Household Expenses	6,328	6,500	10,000	10,000
720600 Insurance	23,466	22,154	109,227	109,227
720800 Maintenance - Equipment	0	1,000	1,000	1,000
721000 Medical, Dental & Lab Supplies	510	23,000	23,000	23,000
721100 Memberships	3,250	5,000	5,000	5,000
721300 Office Expense	19,882	82,500	70,000	70,000
721400 Professional & Specialized Services	212,580	290,000	576,125	576,125
721502 Publications & Legal Notices	475	0	0	0
721601 Rents & Leases - Co Vehicles	52,916	38,300	50,000	50,000
721900 Special Departmental Expense	263,001	57,000	100,000	100,000
721905 SB 924 Training	70,708	60,000	70,000	70,000
722000 Transportation, Travel & Education	21,944	57,500	35,000	35,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION
(04710)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
722001 Transport Prisoners/Wards of Court	1,218	0	0	0
TOTAL SERVICES & SUPPLIES	730,480	692,834	1,104,352	1,104,352
OTHER CHARGES				
730100 Support & Care of Persons	116,641	96,000	0	0
730330 Lease - Principal (GASB 87)	15,726	54,176	60,000	60,000
731400 Interfund Expenses	0	22,500	35,000	35,000
TOTAL OTHER CHARGES	132,367	172,676	95,000	95,000
FIXED ASSETS				
740200 Buildings & Improvements	45,269	0	0	0
TOTAL FIXED ASSETS	45,269	0	0	0
INTRAFUND TRANSFER				
770100 Intrafund Transfer	16,835	40,000	80,000	80,000
TOTAL INTRAFUND TRANSFER	16,835	40,000	80,000	80,000
<u>TOTAL EXPENDITURES</u>	<u>6,284,645</u>	<u>6,263,735</u>	<u>7,074,523</u>	<u>7,074,523</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,276,161</u>	<u>3,793,025</u>	<u>3,871,013</u>	<u>3,871,013</u>

COMMENTS

The Probation Department screens juvenile referrals from law enforcement, schools, social services, and self or parent referrals. Initial determination is made whether there is evidence to substantiate that the youth is within the jurisdiction of the Juvenile Court; then it is determined whether a court hearing is necessary or whether a lesser action is warranted. When appropriate, juvenile matters are diverted from the formal actions of Court. If it is determined the matter is appropriate for formal action, social investigations, including recommendations for dispositions of juvenile offenders, are conducted for the Superior Court. Throughout the entire process, the need for detention or continued detention is determined.

The department supervises youth placed on probation by the Court. Most continue to remain in the physical custody of their parent(s); though occasionally, they are placed in relatives' homes, foster homes, or other residential care facilities by the Court. The department is still responsible for supervision even when an out-of-home placement is ordered. If the offender violates probation or commits a new crime, probation is charged with the responsibility of bringing it to the Court's attention.

The Probation Department's role in adult criminal matters begins much further along the timeline of the criminal justice system. The department steps in once the offender has been convicted of a crime. The criminal matter is referred to the department for a pre-sentence report and recommendation which is considered by the Court at the time of sentencing. If the offender is placed on probation by the Court, the department will supervise the offender, ensuring compliance with the conditions of supervised release.

Other departmental and program budgets which are also the responsibility of the Probation Department include Juvenile Hall/Academy, Juvenile Justice Crime Prevention Act (JJCPA), Youthful Offender Block Grant (YOBG), SB 678, AB 109, Community Corrections Partnership (CCP), and Proud Parenting Program. The Probation Department has also been directly involved in the development of programs to reduce the number of people placed in the Jail and Juvenile Hall facilities. These programs are as follows:

YOUTHS

- **House Arrest/Electronic Monitoring** - The Court is given the alternative of releasing these youths under house arrest prior to disposition of the case. Furthermore, youths may be released into house arrest as conditions of their sentence or in-lieu of confinement, if they qualify.
- **Court Day School** - The Court Day School is a 180-day program in partnership between the Madera County Probation Department, Madera County Superintendent of Schools and Madera County Behavioral Health Services Department (BHS). The probation officer works in collaboration with counselors, teachers, and administrators from the participating agencies. The components of the program include education, mental health services, substance abuse treatment, electronic monitoring, intensive supervision, community service, recreational activities, mentoring, and work force. Counseling services include Forward Thinking, Aggression Replacement Therapy (ART), Phoenix New Freedom, Word on the Street (CSEC), Making Proud Choices and Safe Dates, Edovo Learning Tablets, Adverse Childhood Experiences (ACEs), and Battle for Change. Since

COMMENTS (continued)

August of 2017, these counseling services have been provided after school at the Juvenile Services Division location.

YOUTHS (continued)

- **Intensive Supervision Group Home Alternative** - This Program began in October 1986, and was established to control the increasing costs for placements. Short-term residential placements are now restricted to facilities which are of a private, non-profit nature and eligible for welfare funding. There have been as many as 60 youths in this Program; however, with new, local alternatives, averages range from 15-20 youths.

ADULTS

- **Work Furlough Parole Program** - Work Furloughees are released from custody to continue their employment; however, they are required to remain home during non-working hours. The program will continue to be managed by the Department; however, all of the direct services will be provided by Behavioral Interventions (BI) Incorporated, a contracted vendor. The Board of Supervisors approved this contract in March 2006.
- **County Parole Program** - Almost all persons who are sentenced to local jail time are eligible for parole consideration. The Department of Corrections supervises the parole; however, the Probation Department will use Probation staff to supervise any person in this Program who is under house-arrest.
- **Transition Center** – The Transition Center, formerly called Day Reporting Center, is a “one stop shop” center of rehabilitation services at the new Justice Center for all our probation clients. The Transition Center’s goal is to change criminal behavior through cognitive behavioral treatment, substance abuse treatment through classes that teach participants real-world skills, so they are successfully prepared to reenter the community.
- **Adult Drug Court** - The Adult Drug Court is a Diversion Drug Court (pre-plea) model, expanding the target population to include both misdemeanor and felony substance abuse offenders; shorten the program length to 9-12 months (to comply with state-mandated probation term caps); and modify the incentive structure. The program has a specialized Deputy Probation Officer (DPO) to work as the main point of contact for the Drug Court team supporting goals and objectives of the program. The program is overseen by a Drug Court Team, with representatives from the Madera County Probation Department, Behavioral Health Services Department (BHS), the District Attorney’s Office (DA), as well as the Superior Court. Under the program, individuals with a history of drug use problems and assessed to be high-risk with either misdemeanor or felony drug

COMMENTS (continued)

charges considered eligible. Individuals are diverted from traditional court proceedings into drug court prior to pleading to a charge. If they successfully complete the drug court program, the charges and case will be dismissed.

ADULTS (continued)

- **Pretrial** - California Senate Bill 129 amends the Budget Act of 2021 to provide \$140 million in funding for "the implementation and operation of ongoing court programs and practices that promote the safe, efficient, fair, and timely pretrial release of individuals booked into jail," along with \$70 million to expand a pretrial pilot program funded with one-time resources in the 2019 Budget. SB 129 requires the Judicial Council of California to distribute this funding to 58 California courts and county supervision agencies, providing them with the resources necessary to assist judicial officers in making pretrial release decisions based on the least restrictive conditions, while ensuring public safety.

The probation department will be the agency responsible for pretrial services in Madera County in collaboration with the judiciary, the District Attorney's Office, and the Madera County Sheriff's Office-Jail Division. The probation department will conduct investigative interviews with potential release candidates through an interview process and will use a validated pretrial risk assessment instrument for objective decision making based on the results of the assessment. The assessment will measure the specific risks and supervision needs associated with a recommendation to release or detain a defendant.

WORKLOAD

	<u>Actual</u> <u>2021-2022</u>	<u>Estimated</u> <u>2022-2023</u>	<u>Projected</u> <u>2023-2024</u>
Superior Court Investigations	2,369	2,500	2,600
Juvenile Court Disposition	421	500	600
Juvenile Referrals	564	650	700

Caseload

Adult Caseload	2,000	2,126	2,500
Juvenile Caseload	450	500	550

	<u>7/1/22-6/30/23</u>		<u>7/1/23-12/31/24</u>	
<u>Drug Test Analysis</u>	<u>Tested</u>	<u>Positives</u>	<u>Tested</u>	<u>Positives</u>
Adults	<u>1,940</u>	<u>294</u> = 15%	2,500	450 = 18%
Youths	<u>176</u>	<u>19</u> = 11%	200	24 = 12%

ESTIMATED REVENUES

- 630306** **Restitution Fine Rebate** (\$25,000) is recommended unchanged from the current fiscal year.
- 652503** **Prison Crimes Reimbursement** (\$140,000) is recommended unchanged from the current fiscal year.
- 652505** **CJSS Realignment** (\$750,000) is recommended unchanged from the current fiscal year.
- 652507** **ST – TANF Grant Probation** (\$728,000) is recommended for the current fiscal year.
- 654007** **SB 924** (\$70,000) is recommended increased \$10,000 based on projected staffing levels.
- 655209** **MAA/TCM** (\$80,000) is recommended increased \$45,000 based on current year projections.
- 657016** **Title IV-E** (\$135,000) is recommended unchanged from the current fiscal year based on projected reimbursements from the social services claim for eligible Title IV-E activities.
- 670000** **Intrafund Revenue** (\$265,873) is recommended increased (\$131,381) for reimbursement of Adult Drug Court expenses revenue (\$133,873) and reimbursements for department services and for revenue from Madera County Behavioral Health Services for 1 FTE Deputy Probation Officer for FDC services (\$132,000).
- 673000** **Miscellaneous** (\$309,637) is recommended for AB 1869 Criminal Fees Backfill, as a result of lost revenues from the repeal of various criminal fees.
- 680200** **Operating Transfers In** (\$700,000) is recommended increased \$81,181 for reimbursement of Pretrial Services expenses.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,200,000) are recommended increased \$33,580 based on recommended staffing levels, while holding vacant positions and continue funding through Federal and State grants without any detriment to public safety. One DPO position for Adult Drug Court and two DPO positions for Pretrial are through grant funding. Additional funding of positions is from salary savings in the previous fiscal year.
- 710105** **Overtime** (\$25,000) is recommended increased \$25,000 based on overtime costs for hospital stays for youth and adult offenders, operations, and teaching classes for programs.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710107** **Premium Pay** (\$3,000) is recommended unchanged based on cost for bilingual pay per the MOU.
- 710200** **Retirement** (\$1,600,000) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300** **Health Insurance** (\$675,000) is based on the employer’s share of health insurance premiums.
- 710400** **Workers’ Compensation** (\$292,171) reflects the Department’s contribution to the County’s Self-Insurance Internal Service.

SERVICES & SUPPLIES

- 720300** **Communications** (\$30,000) is recommended increased \$3,800 for phone, air cards, security cameras, and Remote Security Access monthly costs. This account also includes funds for the California Law Enforcement Telecommunications System (CLETS) and a dedicated data line for Live Scan (an electronically transmitted fingerprint system).
- 720305** **Microwave Radio Services** (\$25,000) is recommended increased \$1,320 for the Department’s contribution to the Internal Service Fund for 2023-2024 based on the number of radios in this Department utilizing the County’s microwave radio network.
- 720500** **Household** (\$10,000) is recommended increased \$3,500 for the costs of shredding and janitorial supplies at various Probation locations.
- 720600** **Insurance** (\$109,227) reflects the Department’s contribution to the County’s Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$1,000) is recommended unchanged for maintenance agreements for office equipment, including computer equipment, various repairs, leased county vehicle maintenance, and phone maintenance.
- 721000** **Medical, Dental & Laboratory Supplies** (\$23,000) is recommended unchanged for the costs and volume of purchases for specimen cups, envelopes for drug testing, gloves, PPEs, and drug testing iCups for advanced detection of fentanyl. On July 1, 2015, Probation contracted with Madera County Public Health Department (MCPHD) to provide drug testing services and amended the MOU in 2023. Probation will be invoiced for services from MCPHD and reimbursement will be made via Intrafund Transfers.

SERVICES & SUPPLIES (continued)

721100 **Memberships** (\$5,000) is recommended unchanged for the following:

- Chief Probation Officers of California (\$4,050)
- California Association of Probation Services Administrators (\$150)
- Probation Business Managers Association (\$300)
- Probation IT Managers Association (\$300)
- California County Revenue Officer’s Association (\$100)
- California Narcotic Officers Association (\$100)

721300 **Office Expense** (\$70,000) is recommended decreased \$12,500 for general office supplies, subscriptions, law books, and costs related to the monthly billing process of the Probation Revenue Division, Adult Drug Court and Pretrial services. Approximately \$50,000 is reimbursable from State funds.

721400 **Professional & Specialized Services** (\$576,125) is recommended increased \$286,125 for the following contracted services and technical services. The Pretrial (\$350,000) amount will be reimbursed through State grants. The Adult Drug Court cost (\$20,000) will be reimbursed through grants.

- JBI, Inc Title IVE claiming (\$35,000)
- Automon Case Management System (\$117,125)
- Columbia Ultimate Collection System Maintenance/RevQ (\$12,000)
- Crime Time Online Legal Research (\$5,000)
- Grant Merchantile Recovery of Delinquent Debt (\$2,000)
- Lexipol (\$30,000)
- Pretrial Services: electronic monitoring services, drug testing, software upgrade (\$350,000)
- Adult Drug Court Services (\$20,000)

This account also funds background checks and evaluations on potential employees. Additionally, Probation will also have collection costs for the commission fees for outside agency service; administration fee for the Franchise Tax Board-Court Order Debt Program; charges for access to DMV software; and a skip tracing tool-Accurint.

721601 **Rents & Leases – Co Vehicles** (\$50,000) is recommended for the rental of vehicles from the Central Garage. Estimated 2023-24 mileage for leased vehicles is 24,000 miles.

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$100,000) is recommended increased \$43,000 for the purchase of safety equipment and Pretrial Services expenses. Some of the costs this account funds are the following: compensation of the Parole Board’s citizen member for meetings once per week, and provides private mileage reimbursement to attend the meetings (estimated at \$3,000); safety equipment (\$50,000) including body armor for new armed staff and replacement of expiring vest, batons, OC spray, radios, etc.; firearms (\$25,000); ammunition (\$15,000) required for officers carrying weapons to maintain weapon proficiency; the cost of LiveScan fingerprints (\$2,000); and Probation’s Outcome Improvement Plan (\$10,000) within County-approved Madera County System Improvement Plan submitted to California State Department of Social Services, which these costs are 100% reimbursable from the State.
- 721905** **Standards and Training For Corrections Program** (\$70,000) is recommended increased \$10,000 for Probation Officers to complete mandated training hours, as per the plan submitted to the State. This account is fully funded through reimbursement from the State of California, and reflects the State-authorized expenditures for Fiscal Year 2023-2024.
- 722000** **Transportation & Travel** (\$35,000) is recommended decreased \$22,500 for training and travel for Adult Drug Court and Pretrial services. This increase is reimbursable from Federal and State funds. Included in this account is \$8,000 for training expenses such as mileage reimbursements, lodging, registration, and meals. Also included is \$7,000 to fund a State-mandated requirement to make monthly visits to all group homes and foster home placements, which may be reimbursed from State and Federal funds.

OTHER CHARGES

- 730100** **Support & Care of Persons** (\$0) is recommended reduced \$96,000 for youth committed to the Division of Juvenile Facilities (DJF). Beginning July 1, 2012, Welfare and Institutions Code (WIC) 912 applied rates of \$2,000 per month for each juvenile committed to DJF, but this will end as of July 1, 2023.
- 730330** **Lease – Principal (GASB 87)** (\$60,000) is recommended for the lease of copy machines.
- 731400** **Interfund Expenses** (\$35,000) is recommended for the cost of Justice Center VoIP network expense.

INTRAFUND TRANSFER

770100 **Intrafund Transfer** (\$80,000) is recommended increased \$40,000. This account funds Madera County Information Technology Department support related to Probation CMS Web/App server. This account will also reimburse Madera County Public Health for drug tests services at an increased rate per the MOU.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION
(04700)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	1.0		1.0		-	-	
3349	Accounting Technician I or					-	-	
3354	Accounting Technician II					-	-	
3353	Senior Accounting Technician	1.0	-	1.0		-	-	
3205	Administrative Analyst I or					-	-	
3206	Administrative Analyst II	1.0	-	1.0		-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst or							
4126	Principal Administrative Analyst	1.0		1.0			-	
2128	Chief Probation Officer	1.0	-	1.0		-	-	
3104	Deputy Chief Probation Officer	2.0	-	2.0		-	-	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II or	17.0	3.0	17.0	3.0			
3257	Deputy Probation Officer Supervisor	5.0	1.0	5.0	1.0	-	-	
3527	Probation Specialist	-	1.0		1.0	-	-	
3511	Probation Technician I or							
3512	Probation Technician II	2.0	-	1.0		(1.0)	-	A
3457	Probation Division Manager	-		1.0		1.0		A
3636	Program Assistant I or							
3637	Program Assistant II or					-	-	
3669	Legal Secretary I or							
3653	Legal Secretary II	6.0	2.0	6.0	2.0	-	-	B

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION
(04700)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		
3140 Revenue Services Manager	1.0	-	1.0	-	-	-	
3319 Senior Deputy Probation Officer	4.0	-	4.0	-	-	-	
3654 Senior Program Assistant or					-	-	
3458 Public Safety Records Specialist	2.0	-	2.0	-			C
TOTAL	44.0	7.0	44.0	7.0	-	-	

NOTES:

- A** Removing 1 FTE Probation Technician and funding 1 FTE Probation Division Manager.
- B** Flexibly staffing the Program Assistant I/II position up to the Legal Secretary I/II.
- C** Flexibly staffing the Senior Program Assistant position to the Public Safety Records Specialist

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-CCP
 (04714) Planning
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	227,308	100,000	100,000	100,000
TOTAL OTHER FINANCING SOURCES	227,308	100,000	100,000	100,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>227,308</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	202,849	100,000	100,000	100,000
TOTAL SERVICES & SUPPLIES	202,849	100,000	100,000	100,000
FIXED ASSETS				
740200 Buildings & Improvements	13,899	0	0	0
TOTAL FIXED ASSETS	13,899	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>216,747</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(10,561)</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –COMMUNITY CORRECTIONS PARTNERSHIP PLANNING FUND

COMMENTS

In April 2011, Governor Brown signed Assembly Bill 109 (AB 109), the Public Safety Realignment Act, to address overcrowding in California's prisons. With the signing of the State's Fiscal Year 2011-12 budget, funding was allocated to each county pursuant to percentages listed in Government Code Section 30029(c). This funding is to cover costs of associated planning pursuant to each county's approved plan to implement AB109. These appropriations provide necessary resources for implementation of Madera County's Local AB109 Action Plan. Madera County's appropriation was \$100,000 in Fiscal Year 2011-12, with additional appropriations of \$100,000 in each subsequent fiscal year. This was a three-year grant that began September 2011, with one-year extension for each additional appropriation.

There is no County General Fund contribution to this budget.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$100,000) is recommended unchanged from the current fiscal year and represents receipt of Community Corrections Planning Funds.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$100,000) is recommended unchanged for Outside County agency distribution. In February 2016, the Community Corrections Partnership (CCP) Committee elected to distribute revenue between the seven Executive Committee agencies. Three agencies are local justice agencies that are not under Madera County Government Administration.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROB-CRIME PREVENTION
ACT OF 2000 (04785)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	537,252	725,552	728,700	728,700
673904 MISC REIMB-SALARY/BENEFITS	0	0	80,000	80,000
TOTAL OTHER FINANCING SOURCES	537,252	725,552	808,700	808,700
<u>TOTAL ESTIMATED REVENUES</u>	<u>537,252</u>	<u>725,552</u>	<u>808,700</u>	<u>808,700</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	269,296	303,876	334,500	334,500
710105 Overtime	1,782	9,500	7,500	7,500
710107 Premium Pay	240	1,000	1,000	1,000
710110 Uniform	720	0	0	0
710200 Retirement	129,238	143,650	157,000	157,000
710300 Health Insurance	41,186	53,906	77,000	77,000
710400 Worker's Compensation Insurance	22,291	28,755	3,286	3,286
TOTAL SALARIES & EMPLOYEE BENEFITS	464,752	540,686	580,286	580,286
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0			
720300 Communications	1,474	2,000	3,000	3,000
720600 Insurance	1,097	1,437	1,452	1,452
721300 Office Expense	1,032	1,000	1,500	1,500
721400 Professional & Specialized Services	46,392	82,000	109,262	109,262
721601 Rents & Leases - Co Vehicles	9,561	14,000	25,000	25,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROB-CRIME PREVENTION
ACT OF 2000 (04785)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
721900 Special Departmental Expense	2,236	6,000	6,000	6,000
722000 Transportation & Travel	1,265	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	63,058	109,437	149,214	149,214
INTRAFUND TRANSFER				
770100 Intrafund Transfer	9,446	75,429	79,200	79,200
TOTAL INTRAFUND TRANSFER	9,446	75,429	79,200	79,200
<u>TOTAL EXPENDITURES</u>	<u>537,256</u>	<u>725,552</u>	<u>808,700</u>	<u>808,700</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION - CRIME PREVENTION ACT OF 2000

COMMENTS

In September 2000, the Governor signed AB 1913, known as the Schiff-Cardenas Crime Prevention Act of 2000. This Act allocated millions to Counties that met legislative requirements through a grant application process. In April 2000, the Madera County Board of Supervisors adopted a collaborative approach to juvenile justice as proposed by the Juvenile Justice Coordinating Council.

This grant and budget are administered by the Probation Department. Recommended appropriations are based on program needs and projected grant allocations, which may vary from year to year. Any unexpended allocations will be rolled forward to the following fiscal year. There is no County General Fund contribution to this budget.

ESTIMATED REVENUES

680200 Operating Transfers In (\$728,700) is recommended increased \$3,148 from the current fiscal year and reflects the projected JJCPA funds.

673904 Misc Reimb-Salary/Benefits (\$80,000) is recommended for the funds received from Madera Unified School District for the services of a Deputy Probation Officer at Ripperdan School.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$334,500) is recommended increased \$30,624 based on the cost of recommended staffing and moving the Lieutenant position to another fund and funding an unfunded Program Assistant.

710105 Overtime (\$7,500) is recommended decreased \$2,000 for overtime costs.

710107 Premium Pay (\$1,000) is recommended unchanged based on the cost for bilingual pay.

710200 Retirement (\$157,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$77,000) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$3,286) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

PROBATION - CRIME PREVENTION ACT OF 2000

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is recommended increased \$1,000 for the telecommunication charges of this Division.
- 720600** **Insurance** (\$1,452) reflects the Department's contribution to the County's self-insured Liability Program.
- 721300** **Office Expense** (\$1,500) is recommended increased \$500 for necessary office supplies.
- 721400** **Professional & Specialized** (\$109,262) is recommended unchanged based on current estimates. This account will fund evaluation efficacy of probation practices and outcomes and contracted services for Big Brothers Big Sisters.
- 721601** **Rents & Leases – Co Vehicles** (\$25,000) is recommended increased \$11,000 for the new County rate for use of vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$6,000) recommended unchanged for miscellaneous safety equipment.
- 722000** **Transportation & Travel** (\$3,000) is recommended unchanged to provide funds for various training and associated travel expenses required by the program.

INTRAFUND TRANSFER

- 770100** **Intrafund Transfers** (\$79,200) is recommended to fund a .5 FTE Certified Alcohol & Drug Counselor and .5 from Behavioral Health Services for the Juvenile Services Division, Juvenile Facility, and Court Day School.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROB-CRIME PREVENTION
ACT OF 2000 (04785)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	-	-	-	-	-	-	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II or	3.0	2.5	3.0	2.5			
3511	Probation Technician I or							
3512	Probation Technician II	-	-			-	-	
3455	Youth Correctional Lieutenant	1.0	-	-	-	(1.0)	-	A
3637	Program Assistant II or	-	1.0	-	-	-	(1.0)	B
3458	Legal Secretary I or					-	-	
3459	Legal Secretary II			1.0				B
3527	Probation Specialist	1.0	-	1.0		-	-	
TOTAL		5.0	3.5	5.0	2.5	-	(1.0)	

NOTES:

- A** Moving 1.0 FTE Youth Correctional Lieutenant to be funded out of the ORG 04720.
- B** Funded 1.0 FTE Program Assistant I/II and flexed to a Legal Secretary I/II

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-YOUTHFUL OFFENDER
 GRANT (04787)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	818,899	860,373	1,095,800	1,095,800
TOTAL OTHER FINANCING SOURCES	818,899	860,373	1,095,800	1,095,800
<u>TOTAL ESTIMATED REVENUES</u>	<u>818,899</u>	<u>860,373</u>	<u>1,095,800</u>	<u>1,095,800</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	460,419	446,771	565,000	565,000
710105 Overtime	0	0	10,000	10,000
710107 Premium Pay	240	0	1,000	1,000
710200 Retirement	221,706	223,966	285,000	285,000
710300 Health Insurance	67,349	71,874	120,000	120,000
710400 Worker's' Compensation Insurance	3,047	3,047	3,286	3,286
TOTAL SALARIES & EMPLOYEE BENEFITS	752,760	745,658	984,286	984,286
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	219	0	0	0
720300 Communications	1,415	2,000	2,500	2,500
720500 Household	4,834	0	0	0
720600 Insurance	215	215	300	300
721300 Office Expense	1,122	2,500	2,500	2,500
721400 Professional & Specialized Services	35,984	70,000	51,714	51,714
721601 Rents & Leases - Co Vehicles	5,302	3,000	9,500	9,500
721900 Special Departmental Expense	21,604	15,000	35,000	35,000
722000 Transportation & Travel	3,423	22,000	10,000	10,000
TOTAL SERVICES & SUPPLIES	74,119	114,715	111,514	111,514

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-YOUTHFUL OFFENDER
 GRANT (04787)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>TOTAL EXPENDITURES</u>	<u>826,880</u>	<u>860,373</u>	<u>1,095,800</u>	<u>1,095,800</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>7,980</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION - YOUTHFUL OFFENDER BLOCK GRANT

COMMENTS

This budget includes funding from the State's Youthful Offender Block Grant (YOBG), which was awarded for the first time during the 2007-08 fiscal year. The YOBG funding was put into place by the State as a result of SB 81 in September 2007, which disallowed certain commitments to the former California Youth Authority (CYA). This funding offsets the local cost of keeping juveniles who commit crimes in the County where the crime was committed. Recommended appropriations are based on program needs and projected grant allocations, which may vary from year to year. Any unexpended allocations will be rolled forward to the following year. There is no County General Fund contribution to this budget. Funding for this program is now under the 2011 Realignment.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$1,095,800) is recommended increased \$235,427 and is based on the projected revenues from the Youthful Offender Block Grant funds.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$565,000) is recommended increased \$118,229 based on the cost of recommended staffing.

710105 **Overtime** (\$10,000) is recommended based on overtime costs.

710107 **Premium Pay** (\$1,000) is recommended based on the cost of bilingual pay.

710200 **Retirement** (\$285,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$120,000) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$5,000) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$2,500) is recommended increased \$500 based on the telecommunications costs of this program.

PROBATION - YOUTHFUL OFFENDER BLOCK GRANT

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$300) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721300** **Office Expense** (\$2,500) is recommended unchanged based on anticipated expenditures for office supplies.
- 721400** **Professional & Specialized Services** (\$51,714) is recommended reduced \$18,286 based on current contracts with Council on Crime Delinquency for juvenile assessments and Behavioral Intervention, INC for electronic monitoring services.
- 721601** **Rents & Leases – Co Vehicles** (\$9,500) is recommended increased \$6,500 to provide for the new County rate for the use of vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$35,000) is recommended increased \$20,000 for officer safety equipment and youth incentives.
- 722000** **Transportation & Travel** (\$10,000) is recommended decreased \$12,000 for required officer training and field trips for Academy Cadets and Court Day School students that align with Evidence Based Practices.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROB-YOUTHFUL OFFENDER
GRANT (04787)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II	7.0	-	7.0	-	-	-	
3463	Youth Correctional Corporal or	-		-	-	-	-	
3258	Youth Correctional Sergeant	-	-	-	-	-	-	
3511	Probation Technician I or							
3512	Probation Technician II	-	-	-	-	-	-	
3636	Program Assistant I or					-		
3637	Program Assistant II	-	-	-	-	-		
3527	Probation Specialist	-	1.0	-	1.0	-	-	
TOTAL		<u>7.0</u>	<u>1.0</u>	<u>7.0</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-CAL OES PU GRANT
 (04793)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654535 Grant Revenue	7,309	87,264	11,000	11,000
TOTAL CHARGES FOR INTERGOVERNMENTAL REVENUE	7,309	87,264	11,000	11,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	26,797	0	0	0
TOTAL CHARGES FOR OTHER FINANCING SOURCES	26,797	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>34,106</u>	<u>87,264</u>	<u>11,000</u>	<u>11,000</u>
<u>EXPENDITURES:</u>				
Interfund Expense				
731400 Interfund Expense	0	87,264	11,000	11,000
TOTAL INTERFUND EXPENSE	0	87,264	11,000	11,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>87,264</u>	<u>11,000</u>	<u>11,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(34,106)</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –CAL OES PU GRANT

COMMENTS

In October 2018, Madera County Probation was awarded CAL OES PU Grant for the hiring of a new Deputy Probation Officer including most of the necessary equipment/supplies to enable that officer to work within the department’s Domestic Violence Unit. The focus is to help reduce the number of domestic violence clients supervised per officer as well as provide enhanced supervision services. This grant was awarded in October 2022 and closes in October 2023.

There is no County General Fund contribution to this budget.

ESTIMATED REVENUES

654535 **Grant Revenue** (\$11,000) is recommended based on the current projections for the grant period.

INTERFUND EXPENSE

731400 **Interfund Expense** (\$11,000) is recommended for the reimbursement cost of a Deputy Probation Officer.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-SB 823 YPFG
 (04794)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	1,272	167,529	0	0
TOTAL CHARGES FOR OTHER FINANCING SOURCES	1,272	167,529	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,272</u>	<u>167,529</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
Interfund Expense				
721900 Special Department Expense	1,272	37,529	0	0
740200 Buildings & Improvements	0	130,000	0	0
TOTAL INTERFUND EXPENSE	1,272	167,529	0	0
<u>TOTAL EXPENDITURES</u>	<u>1,272</u>	<u>167,529</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –SB 823 Youth Programs and Facilities Grant

COMMENTS

On September 30, 2020, Governor Newsom signed Senate Bill 823, which began the closure of the state’s Division of Juvenile Justice, realigning those state functions to county governments. Under SB 823, DJJ intake will close for most youth on July 1, 2021, and counties then become fully responsible for housing, programming, and treatment of youth at higher offense and needs levels who can no longer be committed to DJJ. As part of SB 823, \$9.6 million was set aside for the Board of State and Community Corrections to “award one-time grants, to counties for the purpose of providing resources for infrastructure-related needs and improvements to assist counties in the development of a local continuum of care. Madera County Probation was awarded the Youth Programs and Facilities Grant Program in January 2022.

There is no County General Fund contribution to this budget.

This grant ended June 30, 2023.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$0) is not recommended for Fiscal Year 2023-24.

INTERFUND EXPENSE

721900 **Special Department Expense** (\$0) is not recommended.

740200 **Buildings & Improvements** (\$0) is not recommended for Fiscal Year 2023-24

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-BJA Adult Drug Court Grant
 (04796)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
657000 Grant Revenue	0	282,254	133,873	133,873
TOTAL CHARGES FOR OTHER FINANCING SOURCES	0	282,254	133,873	133,873
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>282,254</u>	<u>133,873</u>	<u>133,873</u>
<u>EXPENDITURES:</u>				
Interfund Expense				
770100 Intrafund Expense	0	282,254	133,873	133,873
TOTAL INTERFUND EXPENSE	0	282,254	133,873	133,873
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>282,254</u>	<u>133,873</u>	<u>133,873</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION – BJA ADULT DRUG COURT GRANT

COMMENTS

Madera County received a grant in December 2021 from the US Department of Justice, Bureau of Justice Assistance (BJA) for the Fiscal Year 2021 Adult Drug Court Discretionary Grant Program. The BJA provides financial assistance to units of local government to implement and enhance the operations of adult drug courts. These courts effectively integrate evidence-based substance abuse treatment, random drug testing, equitable sanctions and incentives and transitional services in judicially supervised court settings with jurisdiction over offenders to reduce recidivism and substance abuse and prevent overdoses. The program will be overseen by a Diversion Drug Court Team, which includes staff from the Madera County Probation department, Behavioral Health Services, District Attorney's Office, and the Superior Court. These funds will be held to reimburse the General Fund for approved expenses.

ESTIMATED REVENUES

657000 **Grant Revenue** (\$133,873) is recommended based on the current projections of the grant.

INTERFUND EXPENSE

770100 **Intrafund Expense** (\$133,873) is recommended for the reimbursement cost of a Deputy Probation Officer, services and supplies, training, and professional & specialized services.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: **PROB-CCPIA
 (14370)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **Special Revenue**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
INTEREST & RENTS				
640101 INTEREST ON CASH	5,874	0	0	0
TOTAL INTEREST & RENTS	5,874	0	0	0
INTERGOVERNMENTAL REVENUE				
650500 ST - OTHER IN-LIEU	1,237,543	1,080,042	1,237,543	1,237,543
650906 ST - SPECIAL CIRCUMSTANCES	196,011	0	0	0
662800 INTERFUND REVENUE	0	91,310	242,257	242,257
680200 OPERATING TRANSFERS IN	2,203	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	1,435,757	1,171,352	1,479,800	1,479,800
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,441,632</u>	<u>1,171,352</u>	<u>1,479,800</u>	<u>1,479,800</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	882,301	651,537	700,000	700,000
710105 Overtime	1,262	0	10,000	10,000
710107 Premium Pay	640	0	1,000	1,000
710200 Retirement	415,004	318,737	345,000	345,000
710300 Health Insurance	150,268	125,780	170,000	170,000
710400 Workers Compensation Insurance	22,748	22,748	23,000	23,000
TOTAL SALARIES & EMPLOYEE BENEFITS	1,472,223	1,118,802	1,249,000	1,249,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: **PROB-CCPIA
 (14370)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **Special Revenue**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
SERVICES & SUPPLIES				
720300 Communications	5,864	2,500	3,000	3,000
720500 Household Expense	826	750	0	0
720600 Insurance	300	300	300	300
721300 Office Expense	509	1,500	1,500	1,500
721400 Professional & Specialized Services	11,433	7,500	20,000	20,000
721601 Rents & Leases - Co Vehicles	9,383	13,000	29,000	29,000
721900 Special Departmental Expense	58,320	23,000	23,000	23,000
722000 Transportation & Travel	5,839	4,000	4,000	4,000
TOTAL SERVICES & SUPPLIES	92,474	52,550	80,800	80,800
FIXED ASSETS				
740301 Eqpt/Furniture>\$5000	0	0	150,000	150,000
TOTAL FIXED ASSETS	0	0	150,000	150,000
<u>TOTAL EXPENDITURES</u>	<u>1,564,697</u>	<u>1,171,352</u>	<u>1,479,800</u>	<u>1,479,800</u>
<u>USE OF FUND BALANCE</u>	<u>123,066</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION – COMMUNITY CORRECTIONS PERFORMANCE INCENTIVE ACT OF 2009

COMMENTS

On October 11, 2009, Senate Bill 678, The California Community Corrections Performance Incentive Act of 2009 (CCPI), was passed by the Legislature. This bill provided funds for Evidence-Based Services for adult felons with the goal of reducing the number of commitments to state prison. The savings realized by the California Department of Corrections and Rehabilitation (CDCR) due to the reduction in prison commitments is redirected to probation departments for reinvestment in programs and supervision of adult probationers.

There is no County General Fund contribution to this budget.

ESTIMATED REVENUES

- 650500** **CCCPI Revenue** (\$1,237,543) for Probation's receipt of SB678 funds.
- 662800** **Interfund Revenue** (\$242,257) is recommended from SB678 fund balance.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$700,000) are recommended increased \$48,463 based on the cost of recommended staffing and to flexibly staff the Program Assistant I/II position to a Legal Secretary I/II.
- 710105** **Overtime** (\$10,000) is recommended for overtime costs.
- 710107** **Premium Pay** (\$1,000) is recommended for the cost of bilingual pay and standby time for accompanying clients to hospitals in the surrounding areas.
- 710200** **Retirement** (\$345,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$170,000) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$23,000) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

PROBATION – COMMUNITY CORRECTIONS PERFORMANCE INCENTIVE ACT OF 2009

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is recommended increased \$500 for the telecommunications costs of this program.
- 720600** **Insurance** (\$300) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721300** **Office Expense** (\$1,500) is recommended unchanged for general office supplies.
- 721400** **Professional & Specialized Services** (\$20,000) is recommended increased \$12,500 for anticipated contractual services related to background checks and evaluations on potential employees.
- 721601** **Rents & Leases – Co Vehicles** (\$29,000) is recommended unchanged for the new County rate for the rental of vehicles from Central Garage.
- 721900** **Special Departmental Expense** (\$23,000) is recommended unchanged for replacement of miscellaneous safety equipment that is coming to end of life usage and ammunition required for officers carrying weapons to maintain weapon proficiency.
- 722000** **Transportation & Travel** (\$4,000) is recommended unchanged for officer training and travel.
- 740301** **Eqpt/Furniture>\$5000** (\$150,000) is recommended for the purchase of two sport utility vehicles and the upfitting costs for each.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION SB678
(14370)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II	8.0		8.0		-		
3636	Program Assistant I or							
3637	Program Assistant II or		-	-	-	-	-	
3669	Legal Secretary I or							
3653	Legal Secretary II	1.0		1.0	-	-	-	A
3319	Senior Deputy Probation Officer	1.0	-	1.0	-	-	-	
	TOTAL	10.0	-	10.0	-	-	-	

NOTES:

A The Program Assistant I/II position is flexibly staffed up to a Legal Secretary I/II.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-CESF
 (14390)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
640101 Interest on Cash	300	0	0	0
654535 Grant Revenue	0	55,000	0	0
657000 FED - Other	113,037	0	0	0
TOTAL CHARGES FOR OTHER FINANCING SOURCES	113,336	55,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>113,336</u>	<u>55,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
Interfund Expense				
721400 Professional & Specialized Services	8,793	50,000	0	0
721900 Special Department Expense	61,835	5,000	0	0
750100 Operating Transfers Out	26,797	0	0	0
TOTAL INTERFUND EXPENSE	97,426	55,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>97,426</u>	<u>55,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(15,911)</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM

COMMENTS

In March 2021, Madera County Probation was awarded the Coronavirus Emergency Supplemental Funding (CESF) Program grant. This grant is administered by the U.S. Department of Justice, Bureau of Justice Assistance (BJA) to fund approaches that prevent, prepare for, and respond to the coronavirus. Allowable projects and purchases include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates and detainees in state, local, and tribal prisons, jails, and detention centers.

There is no County General Fund contribution to this budget.

The grant ended in Fiscal Year 2022-23.

ESTIMATED REVENUES

657000 **Fed Other** (\$0) is not recommended based on the current projections of the grant.

INTERFUND EXPENSE

721400 **Professional & Specialized Services** (\$0) is not recommended for Fiscal Year 2023-24.

721900 **Special Department Expense** (\$0) is not recommended for the cost of PPE.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-Pretrial SB 129
 (14400)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: Special Revenue

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
654000 ST - Other	0	0	700,000	700,000
TOTAL OTHER FINANCING SOURCES	0	0	700,000	700,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>0</u>	<u>700,000</u>	<u>700,000</u>
<u>EXPENDITURES:</u>				
INTRAFUND TRANSFER				
750100 Operating Transfer Out-GF	0	0	700,000	700,000
TOTAL INTRAFUND TRANSFER	0	0	700,000	700,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>0</u>	<u>700,000</u>	<u>700,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION – Pretrial SB 129

COMMENTS

California Senate Bill 129 amends the Budget Act of 2021 to provide \$140 million in funding for "the implementation and operation of ongoing court programs and practices that promote the safe, efficient, fair, and timely pretrial release of individuals booked into jail," along with \$70 million to expand a pretrial pilot program funded with one-time resources in the 2019 Budget. SB 129 requires the Judicial Council of California to distribute this funding to 58 California courts and county supervision agencies, providing them with the resources necessary to assist judicial officers in making pretrial release decisions based on the least restrictive conditions, while ensuring public safety.

ESTIMATED REVENUES

654000 State - Other (\$700,000) is recommended based on the estimated revenue for the Pretrial SB 129 funds.

EXPENDITURES

750100 Operating Transfers Out-GF (\$700,000) is recommended for the reimbursement cost of salaries and benefits for Deputy Probation Officers, professional & specialized services, and special departmental costs.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: **PROB-SB 823 Juvenile Justice
 (14420) Realignment**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **Special Revenue**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	0	0	300,000	300,000
TOTAL OTHER FINANCING SOURCES	0	0	300,000	300,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>0</u>	<u>300,000</u>	<u>300,000</u>
<u>EXPENDITURES:</u>				
INTRAFUND TRANSFER				
770100 Intrafund Transfer	0	0	300,000	300,000
TOTAL INTRAFUND TRANSFER	0	0	300,000	300,000
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>0</u>	<u>300,000</u>	<u>300,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –SB 823 Juvenile Justice Realignment

COMMENTS

Senate Bill 823, passed in 2020, prospectively realigns the Division of Juvenile Justice (DJJ) population from the State to California Counties effective July 1, 2021. This high-risk and older population (up to age 25) brings both new challenges and opportunities. The bill created the SB 823 Subcommittee of the Juvenile Justice Coordinating Council. This Subcommittee has convened to consider the requirements of WIC 1995 and discussed how to best succeed in providing safety and services to this population. The Juvenile Justice Realignment Block Grant Annual Plan was developed as a summary of philosophy, staffing and services, along with a fiscal breakdown of allotted funds. SB 823 authorizes the Juvenile Justice Realignment Block Grant to fund implementation over a three-year period that begins July 1, 2021. This funding will be used for building infrastructure and ensuring adequate educational, treatment services and prioritize contracted services, infrastructure improvements and equipment, and contracted placement costs.

ESTIMATED REVENUES

680200 Operating Transfers In (\$300,000) is recommended based on the estimated revenue for the SB 823 Juvenile Justice Realignment funds.

EXPENDITURES

731400 Interfund Expense (\$300,000) is recommended for the reimbursement cost of Youth Correctional Officers, professional & specialized services, and construction costs.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROB-Juvenile Facility Grant
 (14430) AB 178
 Function: Public Protection
 Activity: Detention & Correction
 Fund: Special Revenue

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
654000 State - Other			1,143,399	1,143,399
TOTAL OTHER FINANCING SOURCES	0	0	1,143,399	1,143,399
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>0</u>	<u>1,143,399</u>	<u>1,143,399</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	0	0	100,000	100,000
TOTAL SERVICES & SUPPLIES	0	0	100,000	100,000
FIXED ASSETS				
740200 Buildings & Improvements	0		200,000	200,000
TOTAL FIXED ASSETS	0	0	200,000	200,000
Other Charges				
780100 Appropriation for Contingencies	0	0	843,399	843,399
TOTAL OTHER CHARGES	0	0	843,399	843,399
TOTAL REVENUE	0	0	1,143,399	1,143,399
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>0</u>	<u>1,143,399</u>	<u>1,143,399</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROBATION –JUVENILE FACILITY GRANT AB 178

COMMENTS

The Juvenile Facility Grant (AB 178: 5227-119-0001), as administered by the Board of State and Community Corrections (BSCC), is one-time funding granted to counties for county probation departments consistent with Provision 1 of Item 5227-119-0001, Budget Act of 2022 (Chapter 45, Statutes of 2022 (AB 178)). The purpose of the grant is to repair county youth facilities and/or enhance counties' ability to provide rehabilitation programs and services for realigned youths, including youths who will be assigned to secure youth treatment facilities.

ESTIMATED REVENUES

654000 State - Other (\$1,143,399) is recommended for the current fiscal year and represents the fund balance of the Juvenile Facility Grant.

SERVICES & SUPPLIES

721900 Special Departmental Expense (\$100,000) is recommended for the purchase of items to repair and enhance the facility; such as furniture, classroom items, paint, carpet, and workshop and program supplies.

740200 Buildings and Improvements (\$200,000) is recommended for costs of construction and building improvements at the Juvenile Correctional Facility.

780100 Appropriation for Contingencies (\$843,399) is recommended for any additional costs of construction and building improvements needed in the fiscal year at the Juvenile Correctional Facility.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROBATION AB109
 (61332)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE				
652129 ST-REALIGNMENT	9,570,763	6,877,375	9,532,181	9,532,181
673800 PY Cancel Warranty	9,674	0	0	0
680200 Operating Transfers Out	6,600	0	0	0
TOTAL REVENUE	9,587,037	6,877,375	9,532,181	9,532,181
<u>TOTAL ESTIMATED REVENUES</u>	<u>9,587,037</u>	<u>6,877,375</u>	<u>9,532,181</u>	<u>9,532,181</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,408,708	1,416,003	1,760,000	1,760,000
710105 Overtime	40,525	100,000	100,000	100,000
710106 Stand-By Pay	5	2,500	2,500	2,500
710107 Premium Pay	2,475	2,500	2,500	2,500
710110 Uniform Allowance	1,800	2,500	2,500	2,500
710200 Retirement	574,261	677,340	821,000	821,000
710300 Health Insurance	212,220	215,622	335,000	335,000
710400 Workers' Compensation Insurance	32,737	32,737	33,000	33,000
TOTAL SALARIES & EMPLOYEE BENEFITS	2,272,731	2,449,202	3,056,500	3,056,500
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0	2,000	2,000	2,000
720300 Communications	11,903	13,000	13,000	13,000
720502 Refuse Disposal	826	750	0	0
720600 Insurance	2,500	2,500	2,500	2,500
720800 Maintenance - Equipment	0	500	500	500
721300 Office Expense	2,500	5,000	5,000	5,000
721400 Professional & Specialized Services	1,753,124	2,420,423	2,750,000	2,750,000
721601 Rents & Leases - Co Vehicles	21,549	25,000	47,000	47,000
721900 Special Departmental Expense	209,477	32,000	32,000	32,000
722000 Transportation & Travel	7,577	25,000	25,000	25,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PROBATION AB109
 (61332)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
TOTAL SERVICES & SUPPLIES	2,009,457	2,526,173	2,877,000	2,877,000
OPERATING TRANSFER OUT				
750000 Operating Transfer Out	1,901,124	1,902,000	1,902,000	1,902,000
TOTAL OPERATING TRANSFER OUT	1,901,124	1,902,000	1,902,000	1,902,000
<u>TOTAL EXPENDITURES</u>	<u>6,183,312</u>	<u>6,877,375</u>	<u>7,835,500</u>	<u>7,835,500</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(3,403,725)</u>	<u>0</u>	<u>(1,696,681)</u>	<u>(1,696,681)</u>

PROBATION – LOCAL COMMUNITY CORRECTIONS

COMMENTS

On April 4, 2011, Governor Brown signed Assembly Bill 109 (AB 109), the Public Safety Realignment Act, to address overcrowding in California's prisons. The 2011 public safety realignment contained in AB 109/AB 117 specifies new local responsibilities for managing certain adult offenders and allows for maximum local budget and programming flexibility within a statutory framework.

The Community Corrections Partnership (CCP) Committee, originally created under Senate Bill 678, was charged with the responsibility of developing a local realignment plan. On September 27, 2011, the Madera County Board of Supervisors adopted the County of Madera Public Safety Realignment Plan per Penal Code sections 1230.1 and 3451. This plan involves a multi-agency collaboration as reflected in the budget.

During Fiscal Year 2012-13, the Madera County Sheriff-Gang Task Force began to receive funding from Local Community Corrections (LCC) AB 109, as recommended by the CCP Executive Committee. In prior years, the Gang Task Force was entirely funded by the County General Fund. Due to the ongoing fiscal situation in Madera County, the Gang Task Force potentially would not have survived the budget cuts necessary to balance the 2012-13 and 2013-14 Madera County Budgets. In Fiscal Year 2014-15, the Gang Task Force was incorporated into the LCC AB 109 budget to provide continuity of service to the citizens of Madera County.

This CCP Plan, submitted on behalf of the CCP by the Probation department, is designed to help Californians understand the efforts, goals, and successes in implementing Public Safety Realignment. The information shared is used as the basis of the Board of State and Community Corrections' (BSCC) annual report to the Governor and Legislature on the implementation of Community Corrections Partnership (CCP) Plans as required by paragraph (11) of subdivision (b) of Section 6027 of the Penal Code.

Since 2011, GEO has provided rehabilitation services for Madera County at the Day Reporting Center for up to 55 adult probation clients. Each additional probation client cost the County \$23.61 per day. Probation Adult Services is also relocating to our new Justice Center in the Spring, thus, providing the infrastructure to serve more probation clients and be a community center of "One Stop Shop" of rehabilitative services. The Probation Department will expand rehabilitative services and increase the number of probation clients without increasing costs. The Transition Center formerly called Day Reporting Center is a "one stop shop" center of rehabilitation services for at the new Justice Center for all our probation clients. The Transition Center goal is to change criminal behavior through cognitive behavioral treatment, substance abuse treatment and classes that teach participants real-world skills, so they are successfully prepared to reenter the community.

ESTIMATED REVENUES

652129 **LCC (AB 109) Revenue** (\$9,532,181) for Community Corrections Partnership (CCP) Committee's Local Realignment Plan.

PROBATION – LOCAL COMMUNITY CORRECTIONS

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,760,000) are recommended increased \$343,997 based on the cost of recommended staffing which has been approved by the CCP Executive Committee.
- 710105** **Overtime** (\$100,000) is recommended to provide funds for overtime primarily related to the Gang Task Force.
- 710106** **Stand-By Pay** (\$2,500) is recommended based on current staffing projections.
- 710107** **Premium Pay** (\$2,500) is recommended based on current bilingual pay costs.
- 710200** **Retirement** (\$821,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$335,000) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$33,000) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund

SERVICES & SUPPLIES

- 720200** **Clothing** (\$2,000) is recommended unchanged based on the current costs.
- 720300** **Communications** (\$13,000) is recommended based on the telecommunications costs of this program.
- 720600** **Insurance** (\$2,500) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$500) is recommended unchanged for building maintenance.
- 721300** **Office Expense** (\$5,000) is recommended unchanged for general office supplies.

PROBATION – LOCAL COMMUNITY CORRECTIONS

SERVICES & SUPPLIES, (continued)

- 721400** **Professional & Specialized Services** (\$2,750,000) is recommended increased \$329,577 for contracts with Behavioral Intervention, Inc. for the Adult Day Reporting Program, Pre-trial Services Program, and electronic monitoring for Pre and Post-sentence offenders, In-Custody Programming, Residential Treatment Programs, Jail Programming, and services provided to AB 109 clients by Work Force Development. A component of AB 109 is the use of Evidence Based Practices (EBP); this account includes contracting with the National Council on Crime and Delinquency for assessments critical to EBP. This budget also funds one (1) City of Madera Police Officer, one (1) Madera Superior Court Sr. Legal Clerk, and two (2) City of Chowchilla Police Officers.
- 721601** **Rents & Leases – Co Vehicles** (\$47,000) is recommended increased for the new rates for the rental of vehicles from Central Garage. Estimated 2023-24 mileage for leased vehicles is 32,400 miles.
- 721900** **Special Departmental Expense** (\$32,000) is recommended unchanged for miscellaneous safety equipment and ammunition required to maintain weapon proficiency for officers carrying weapons.
- 722000** **Transportation & Travel** (\$25,000) is recommended unchanged for training and travel expenses for mandated training.

OPERATING TRANSFERS

- 750000** **Operating Transfer Out** (\$1,902,000) is recommended unchanged for transfers to Department of Corrections (\$1,900,000) and to pay for drug testing fees at the County Public Health department.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION AB109
(61332)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3104	Assistant Chief Probation Officer	1.0	-	1.0	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0	-	-	-	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II	8.0	-	8.0	-	-	-	
3257	Deputy Probation Officer Supervisor	1.0	-	1.0	-	-	-	
3411	Deputy Sheriff I or							
3412	Deputy Sheriff II	1.0	-	1.0	-	-	-	
3423	Crime Analyst I or							
3456	Crime Analyst II	1.0	-	1.0	-	-	-	B
3215	Mental Health Crisis Worker	1.0	-	1.0	-	-	-	
3275	Prelicensed Mental Health Clinician	-	-	1.0	-	1.0	-	C
3527	Probation Specialist	1.0	-	2.0	-	1.0	-	C
3636	Program Assistant I or							
3637	Program Assistant II or	1.0	-	1.0	-	-	-	A
3669	Legal Secretary I or							
3653	Legal Secretary II							
3319	Senior Deputy Probation Officer	1.0	-	2.0	-	1.0	-	C
3327	Sheriff's Corporal	1.0	-	1.0	-	-	-	
TOTAL		18.0	-	21.0	-	3.0	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PROBATION AB109
(61332)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

**2022-23
Authorized
Positions**

**2023-24
Proposed
Positions**

**Y-O-Y
Changes
in Positions**

NOTES:

- A** Flexibly staffing the Program Assistant I/II position to Legal Secretary I/II.
- B** The Investigative Assistant position name was changed to Crime Analyst I/II in October 2022.
- C** Funding 1 FTE Senior Deputy Probation Officer, 1 FTE Prelicensed Mental Health Clinician, and 1 FTE Probation Specialist to provide in-house services for clients at the Transition Center in the new Justice Center building.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **FIRE DEPARTMENT
(05000)**
Function: **Public Protection**
Activity: **Fire Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	356,367	500,000	500,000	500,000
657000 Federal - Other	2,733	300,000	300,000	300,000
TOTAL INTERGOVERNMENTAL REVENUE	359,100	800,000	800,000	800,000
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	46,970	62,000	62,000	62,000
TOTAL CHARGES FOR CURRENT SERVICES	46,970	62,000	62,000	62,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	893,672	5,000	5,000	5,000
TOTAL MISCELLANEOUS REVENUE	893,672	5,000	5,000	5,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	12,500	656,404	704,965	704,965
TOTAL OTHER FINANCING SOURCES	12,500	656,404	704,965	704,965
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,312,243</u>	<u>1,523,404</u>	<u>1,571,965</u>	<u>1,571,965</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	324,456	310,100	318,795	318,795
710103 Temporary Salaries	33,555	20,000	20,000	20,000
710104 Temporary Salaries - PCF	151,934	465,000	465,000	175,000
710105 Overtime	55,598	0	0	0
710200 Retirement	149,647	125,932	129,463	129,463

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **FIRE DEPARTMENT
(05000)**
Function: **Public Protection**
Activity: **Fire Protection**
Fund: **General**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
SALARIES & EMPLOYEE BENEFITS (continued)				
710300 Health Insurance	55,766	71,874	91,283	91,283
710400 Workers' Compensation Insurance	68,920	88,907	179,793	179,793
TOTAL SALARIES & EMPLOYEE BENEFITS	839,876	1,081,813	1,204,334	914,334
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	102,118	154,500	200,000	154,500
720300 Communications	29,253	36,023	39,085	39,085
720305 Microwave Radio Services	66,095	63,753	63,753	63,753
720500 Household Expense	28,531	25,761	27,951	27,951
720600 Insurance	61,838	57,514	543	543
720800 Maintenance - Equipment	557,364	544,607	590,899	590,899
720900 Maintenance - Structures & Grounds	80,471	79,003	85,719	85,719
721100 Memberships	10,097	15,000	16,275	16,275
721300 Office Expense	14,514	18,580	20,160	20,160
721400 Professional & Specialized Services	62,552	37,600	40,196	40,196
721460 Professional & Spec. CAL FIRE Contract	5,807,804	6,867,842	8,358,411	7,450,014
721500 Publications & Legal Notices	0	1,200	1,200	1,200
721600 Rents & Leases - Equipment	5,091	0	0	0
721800 Small Tools & Instruments	23,010	26,610	28,872	28,872
721900 Special Departmental Expense	74,576	118,007	128,038	128,038
722000 Transportation & Travel	782	3,000	3,000	3,000
722100 Utilities	100,048	105,000	113,925	113,925
TOTAL SERVICES & SUPPLIES	7,024,144	8,154,000	9,718,027	8,764,130
OTHER CHARGES				
730330 Rents & Leases - Principal	24,119	30,760	30,760	30,760
TOTAL OTHER CHARGES	24,119	30,760	30,760	30,760

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FIRE DEPARTMENT
 (05000)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
FIXED ASSETS				
740300 Equipment/Furniture	621,309	180,000	80,000	80,000
TOTAL FIXED ASSETS	621,309	180,000	80,000	80,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	6,394	10,000	10,000	10,000
TOTAL INTRAFUND TRANSFERS	6,394	10,000	10,000	10,000
<u>TOTAL EXPENDITURES</u>	8,515,843	9,456,573	11,043,121	9,799,224
<u>NET COUNTY COST (EXP - REV)</u>	<u>7,203,600</u>	<u>7,933,169</u>	<u>9,471,156</u>	<u>8,227,259</u>

COMMENTS

I. FIRE DEPARTMENT DUTIES

Mission Statement

The primary mission of the Madera County Fire Department is to provide a range of programs designed to protect the lives and property of the inhabitants of the County of Madera from the adverse effects of fire, sudden medical emergencies, or exposures to dangerous conditions created by either humans or nature.

Fire Department Description

The Madera County Fire Department is a proactive (Fire Prevention, Training) and reactive (Emergency Response) organization which provides a variety of emergency and non-emergency public services. It consists of 16 fire stations, approximately 80 volunteers, 57 permanent-paid personnel, and 8 seasonal personnel. Currently, the department has 4-Battalion Chiefs, 1-Training Captain and 7-full-time paid fire stations: Station #1 (3-FC & 3-FAE) - Madera, Station #3 (2-FC & 4-FAE) - Madera Acres, Station #12 (2-FC & 4-FAE)–Oakhurst, and Station #19 (2-FC & 4-FAE) - Bonadelle, which are funded entirely by Madera County; funding for all personnel costs for Station #8 (1-BC, 2-FC, 4-FAE & 2-FFII) - Indian Lakes is provided by the Picayune Rancheria of Chukchansi Indians through a Memorandum of Understanding (MOU); and Station #7 (2-FC & 4-FAE) – Tesoro Viejo, this is funded through the County Service Area 22 - Zone C; and Children’s Hospital of Central California funds two-thirds of the personnel and service costs at Station #9 (3-FC & 3-FAE) - Rolling Hills through the County Service Area 22 - Zone B. The County provides an engine to the California Department of Corrections and Rehabilitation (CDCR) at the Central California Women's Facility (CCWF) through a cooperative agreement. In return, CDCR staffs the engine with operators and inmate firefighters and provides fire protection services to a portion of Madera County. Station #2 - Chowchilla, Station #10 - Yosemite Lakes Park, Station #11 - North Fork, Station #14 - Bass Lake, Station #15 - Raymond, and Station #18 - Cedar Valley are staffed entirely by Paid Call Firefighters (PCFs).

The Madera County Fire Department is administered and managed through a cooperative agreement with the California Department of Forestry and Fire Protection (CAL FIRE). They provide fire protection services to the western two-thirds of the County, while the eastern third of the County is protected by the U.S. Forest Service (Sierra National Forest). The contract for fire services between the County and State has existed since 1928. Currently, the County and CAL FIRE have two principal agreements which constitute the contract for services: (1) Schedule "A" Agreement (PRC-4142), and (2) Schedule "A" Amador Agreement (PRC-4144). Therefore, the County contracts with CAL FIRE to staff County fire stations year-round; and to staff a CAL FIRE engine at CAL FIRE Ahwahnee, Bass Lake, Raymond, and Rancheria Fire stations for the “Amador Plan” period, typically from November 15th to May 15th, improving the County’s response during the winter period when CAL FIRE is down-staffed.

COMMENTS (continued)

Fire Department Description (continued)

The Amador Plan allows the County to utilize the CAL FIRE Fire Captains and Fire Apparatus Engineers (operators) at no charge when they are not on vacation, at training, out sick or injured during the Amador period. Since CAL FIRE requires a minimum two-person staffing at each Amador station during the Amador period, the County funds two additional seasonal Fire Fighter I positions per station.

The Madera County Fire Department's automotive fleet consists of 63 vehicles, including ladder trucks, fire engines of varying capacities, water tenders, squads, fire ladder trucks, a hazardous material tow vehicle and trailer, Mobile Support Unit, and support vehicles.

In May 1993, Madera County and the City of Madera entered into an automatic aid agreement which provides for automatic responses of County apparatus into the City and City apparatus into the surrounding unincorporated areas of the County.

Fire Department Functions

The Fire Department is organized into six main functional divisions:

1. Administration: department management, personnel management, procurement, budgeting, cost accounting, and facilities.
2. Operations: emergency and non-emergency public services.
3. Training: training needs assessment, theory and principles presentation, skills development, and in-service & out-service program coordination.
4. Prevention: education and information, hazard reduction, fire cause determination, and investigation.
5. Communications: dispatch of personnel and equipment, coordination of emergency resources, and incident support.
6. Fleet Management: equipment repair and maintenance.

COMMENTS (continued)

II. FIRE DEPARTMENT'S WORK PROGRAM

The primary duty of the Madera County Fire Department is to respond to calls for assistance from the public. These calls are unscheduled, mostly unpredictable, and therefore difficult to plan around. In addition to emergency responses, the Fire Department does maintain several staff programs designed to reduce the frequency of unwanted fire, to enhance fire suppression efforts and to reduce losses from fires that do occur. These programs include: Emergency Dispatching, Arson Investigation, Fire Prevention Information and Education, Childhood Education Programs, Occupancy Inspections, Weed Abatement, Fire Training, Pre-Fire Planning, and Automotive Maintenance and Repair.

All Fire Department staff have responsibilities that extend beyond emergency response.

Paid Call Firefighters

The Madera County Fire Department continues to be concerned about Paid Call Firefighter (PCF) participation and response. Reduced PCF participation has become especially prevalent during fire season when several dependable responders and Resident Apprentices are lost to seasonal firefighter positions elsewhere in the State.

Residence Apprentice Program

This program allows people who do not live in Madera County the opportunity to stay at our fire stations and respond to calls with our operators. They exceed the Fire Department's training standards for PCFs and participate in training, equipment preparation, and cleanup. Their presence improves firefighter safety and enables the department to be more effective at most incidents.

ADDITIONAL COMMENTS CONCERNING CAL FIRE COOPERATIVE AGREEMENT

For Fiscal Year 2023-24, the recommended cost of the CalFire Agreement is \$10,418,014. Based on the Fire Chief's review of the CalFire Agreement, the agreement can be reduced to \$8,358,411, due to projected salary savings. The CAO Recommended Budget for the agreement is \$7,450,014 due to current budgetary constraints; The projected revenue growth for 2023-24 will not be sufficient to keep up with the growth presented for the year.

The CAL FIRE contract for FY 2023-24 includes the following items:

- The current staff benefit rate for CAL FIRE Peace Officer/Firefighter (POF) staff is estimated at 85.66%.

FIRE DEPARTMENT

ADDITIONAL COMMENTS CONCERNING CAL FIRE COOPERATIVE AGREEMENT (continued)

- The current staff benefit rate for CAL FIRE POF Extended Duty Week Compensation (EDWC) staff is estimated at 59.03%.
- The current CAL FIRE administrative rate is estimated at 12.01%.

III. WORKLOAD

<u>STATIONS</u>	<u>CY 2019*</u>	<u>CY 2020*</u>	<u>CY 2021*</u>	<u>CY 2022*</u>
<u>Battalion 13 (Madera Battalion)</u>				
Station #1 Madera (Company 1) CAL FIRE Staffed	1,339	1,796	1,961	1,888
Station #2 Chowchilla (Company 2)	187	42	458	407
Station #3 Madera Acres (Company 3) CAL FIRE Staffed	987	1,351	1,356	1,230
Station #5 Central California Women's Facility (Company 5) CCWF Staffed	835	550	501	454
Station #7 Tesoro Viejo(Company 7) CAL FIRE Staffed	N/A	341	554	504
Station #9 Rolling Hills (Company 9) CAL FIRE Staffed	320	368	468	436
Station #19 Bonadelle (Company 19) CAL FIRE Staffed	620	722	925	812
<u>Battalion 4214 (Ahwahnee Battalion)</u>				
Station #12 Oakhurst (Company 12) CAL FIRE Staffed	819	1,055	1,210	1,310
Station #14 Bass Lake (Company 14)	111	240	248	248
Station #15 Raymond (Company 15)	131	145	131	100
Station #18 Cedar Valley (Company 18)	196	144	175	162
<u>Battalion 4215 (Coarsegold Battalion)</u>				
Station #8 Indian Lakes (Company 8) (Casino) CAL FIRE Staffed	687	700	770	716
Station #10 Yosemite Lakes Park (Company 10)	270	407	396	342
Station #11 North Fork (Company 11)	<u>251</u>	<u>325</u>	<u>359</u>	<u>332</u>
TOTAL FOR COUNTY STATIONS	7,018	8,636	9,512	8,941

*Responses to all fire and non-fire calls.

FIRE DEPARTMENT

<u>STATIONS (continued)</u>	<u>CY 2019*</u>	<u>CY2020*</u>	<u>CY2021*</u>	<u>CY2022*</u>
*<u>AMADOR Stations</u> (Amador coverage period only)				
Ahwahnee CAL FIRE	399	123	153	185
Bass Lake CAL FIRE	270	113	140	172
Rancheria CAL FIRE	506	109	141	156
Raymond CAL FIRE	<u>163</u>	<u>0</u>	<u>59</u>	63
TOTAL FOR CAL FIRE STATIONS	1,338	345	493	576
TOTAL FOR ALL STATIONS	8,356	8,981	10,005	9,517

*Responses to all fire and non-fire calls.

III. STAFFING

Extra Help - Weed Abatement Officer

The Extra Help Weed Abatement Officer position is responsible for conducting inspections, issuing notices, scheduling contract disking, and preparing the report to the County Tax Collector. This position also maintains records of County disking for reimbursement purposes. A considerable amount of time is expended by this position handling citizen and homeowner complaints. In order to properly address this program, one person needs to be assigned, full time, during the high activity months. Extra Help funding enables the department to assign an individual to this program with no other responsibilities, lending consistency to the program and reducing the potential for complaints requiring action by the Board of Supervisors.

FIRE DEPARTMENT

STAFFING - (CAL FIRE) (Schedule A Staff)

CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE) STAFFING PAID BY MADERA COUNTY

Current CAL FIRE Positions

- (3) Captains
- (3) Engineer
- (2) Captain
- (4) Engineers
- (3) Captain
- (3) Engineers
- (2) Captain
- (4) Engineer
- (2) Captain
- (4) Engineers
- (3) Battalion Chief
- (1) Captain
- (2) Communication Operators
- (1) Office Technician (half-time)
- (1) Office Technician (half-time)

Duty Station

- Station #1 Madera - Company 1
- Station #1 Madera - Company 1
- Station #3 Madera Acres - Company 3
- Station #3 Madera Acres - Company 3
- Station #9 Rolling Hills - Company 9
- Station #9 Rolling Hills - Company 9
- Station #12 Oakhurst - Company 12
- Station #12 Oakhurst - Company 12
- Station #19 Bonadelle - Company 19
- Station #19 Bonadelle - Company 19
- Operations and Administrative BC
- Madera – Training
- Mariposa - Emergency Command Center
- Mariposa - Support Services
- Mariposa - Support Services

III. REVENUE

The Madera County Fire Department generates revenue primarily from four sources: suppression cost collection for negligently caused fires; Federal and State reimbursement for County equipment and personnel used to fight State and Federal responsibility fires; Weed Abatement program; and CSA 22 Zone “B”. The following is a breakdown of the actual and anticipated revenues generated by the Fire Department:

ESTIMATED REVENUES

654000 **State - Other** (\$500,000) is recommended and represents the projected reimbursements for County equipment response to State fires.

FIRE DEPARTMENT

ESTIMATED REVENUES (continued)

- 657000** **Federal – Other** (\$300,000) is recommended and represents the projected reimbursements for County equipment response to Federal fires.
- 662700** **Other Charges for Services** (\$62,000) is recommended unchanged for Suppression Cost Collection and Madera County Weed Abatement.
- 673000** **Miscellaneous Revenue** (\$5,000) is recommended unchanged for other reimbursement and miscellaneous revenue.
- 680200** **Operating Transfers In** (\$704,965) reflects the projected reimbursements received from CSA 22 Zone of Benefit “B” for fire services.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$318,795) is recommended increased by \$8,695 based on the cost of recommended staffing.
- 710103** **Extra Help** (\$20,000) is recommended unchanged for approximately five to six months of extra-help staff to assist in the Weed Abatement Program. The weed abatement officer has been with the County for several years, this increase reflects step, and salary increases through the years.
- 710104** **Extra Help – PCFs** (\$465,000) is recommended for PCFs to respond to all emergency calls, and all mandated training. This budgeted amount was initially set on the prediction of PCF response, increasing with pay for all emergency calls. PCF response did not increase as projected. The new amount is set from last year's actual expenditures.
- 710200** **Retirement** (\$129,463) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$91,283) reflects the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$179,793) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

FIRE DEPARTMENT

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$200,000) is recommended to accommodate for new and required replacement clothing (helmets, face shields, goggles, turnout jackets and pants, nomex jackets and pants, boots, gloves, and personal alarms) for approximately 100 volunteers and 38 permanent staff.
- 720300** **Communications** (\$39,085) is recommended increased by \$3,062 for all telephone costs at 15 stations and Headquarters, cell phone service, internet, and wireless data transfer. The large increase is to reflect total expenses and addition of a new fire station.
- 720305** **Microwave Radio Services** (\$63,753) is recommended for the Fire Department's pro-rata share of the County's Microwave Radio Service, allowing use of a local emergency frequency.
- 720500** **Household Expense** (\$27,951) is recommended increased by \$2,190 for consumable household supplies, and for replacement of items such as dishes, cooking utensils, towels, and sheets, and other household expenses and refuse disposal.
- 720600** **Insurance** (\$543) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$590,899) is recommended increased by \$_ to accommodate for fuel and maintenance of new ladder trucks and various types of automotive equipment, maintenance of generators, mobile radios, and rescue and office equipment. A breakdown of this account is as follows:
- General Vehicle Maintenance - \$269,089 to purchase fuel, oil, tires, batteries, parts, repairs, etc.
- Equipment Maintenance - \$234,810 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.
- Mobile Radio and Pager - \$27,771 to maintain mobile radios and pagers.
- Vehicle Rebuilding - \$5,512 to rebuild projects as allowed or for additional vehicle maintenance.

FIRE DEPARTMENT

SERVICES & SUPPLIES (continued)

- 720900** **Maintenance - Structures and Grounds** (\$85,719) is recommended increased by \$6,716 for maintenance and repairs at the fire Stations, this equates to real cost for needed repairs to buildings.
- 721100** **Memberships** (\$16,275) is recommended increased by \$1,275 based on current expenditures for the California State Firemen's Association membership and required insurance through Myers Stevens Tooley for all 165 volunteer firefighters. This membership provides the volunteers with an enhanced disability insurance program should they be injured while performing their duties as a volunteer.
- 721300** **Office Expense** (\$20,160) is recommended increased by \$1,580 for the printing of weed abatement notices, general office supplies, copying costs, and minor computer supplies and equipment. Approximately \$5,000 of this account provides funds to mail weed abatement notices.
- 721400** **Professional & Specialized Services** (\$40,196) is recommended for the following programs:
- Weed Abatement Program - \$17,696 to contract for the removal of weeds; the costs are reimbursed by the property owners.
- Automatic-Aid-Firebaugh Contract - \$15,000 to pay the Firebaugh Fire Department on a per-call basis for the Eastside Acres area. Costs are based on a 3-year average of calls at \$250 per call. This cost of service has increased by \$50 per call with Firebaugh City. The last increase for this call for assistance was in 2010.
- Paid Call Firefighter Physical - \$5,000 for respiratory exams and physicals.
- Station 11 Property Tax - \$2,500 per MCC# 10028-C-2013 established between the North Fork tribe and Madera County.
- 721460** **Professional & Specialized – CAL FIRE Cooperative Agreement** (\$8,358,411) is recommended for costs related to the Cooperative Agreement.

SERVICES & SUPPLIES (continued)

RECAP OF State CAL FIRE Schedule A Cooperative Agreement Request:

Permanent Salaries & Benefits (\$5,733,498) reflects the cost of CAL FIRE staffing for Station #1 - Madera, Station #3 - Madera Acres, Station #9 - Rolling Hills, Station #19 - Bonadelle, Station #12 - Oakhurst, and clerical and dispatch staff at CAL FIRE Madera-Mariposa-Merced Headquarters in Mariposa.

Hazmat Differential Pay – included with staffing salary information listed above. It is for staff who are certified by the California Specialized Training Institute by fulfilling their required 240 hours of training. This must be completed to be a part of the Madera County Fire Hazardous Material Mitigation response team. These team members are also required 60 hours of ongoing training to remain members of the team.

EDWC Payment (\$1,163,652) is requested for CAL FIRE employees who work in accordance with the FLSA regulations of 72 hours per week, and their State negotiated labor agreement.

Uniform Allowance (\$64,827)

Overtime – Unplanned (\$350,000)

Travel, Training and Office Expense (\$20,000)

Administration Charge (\$776,434) for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which includes Statewide Pro Rata and CAL FIRE Indirect Costs. The 2023-24 administration charge is 12.01%.

Amador Stations and Support Command Cost (\$250,000) is requested to a projected reduction in County costs for the Amador Plan Stations (CAL FIRE Ahwahnee, Bass Lake, Rancheria and Raymond), with two-person staffing at each of the four stations. The Amador Stations were established in 1999-2000. These funds pay for CAL FIRE seasonal Fire Fighter I's during the Amador period (non-fire season). A 12.01% administrative charge is also included in this account.

721500 Publications & Legal Notices (\$1,200) is recommended unchanged for weed abatement notices and recruitment of Paid Call Firefighters.

SERVICES & SUPPLIES (continued)

721800 **Small Tools & Instruments** (\$28,872) is recommended increased by \$2,262 for necessary hand tools.

721900 **Special Departmental Expense** (\$128,038) reflects increased by \$10,031 for firefighting supplies based on prior year expenditures. The major items requested in this account include the following:

Fire-Fighting Supplies - \$59,924 is recommended increased by \$4,744 to purchase general supplies including ladders, nozzles, air tanks, foam, pagers, axes, valves, etc. Many of these items need to be replaced annually due to normal wear and damage. The increase also includes the addition of a new fire station and inflation of firefighting supplies.

Medical Aid Supplies - \$5,890 is recommended increased by \$462 to purchase supplies to restock kits, supplies to protect against communicable disease, and supplies for the automated external defibrillators.

Automated External Defibrillators - \$7,951 is recommended increased by \$623 to purchase AEDs. The Fire Department currently operates AEDs, but has a need to have enough units to place on all emergency response vehicles. These are consumable items that regularly need replacement.

Food - \$3,455 is recommended unchanged to purchase food to feed firefighters on extended fires when the employees and/or Paid Call Firefighters are working through mealtimes.

Gym - \$2,425 is recommended increased by \$190 to fund gym access and equipment to on duty firefighters. Firefighters are required to be physically fit for the work that they do and one and a half hours of physical training is required of them per day per their MOU.

Training Programs & Supplies - \$14,216 is recommended increased by \$1,114 to purchase training devices and materials for the Paid Call Firefighters including: manuals, films, slides, brochures and other training aides, materials for the Fire Prevention Program and specialized training, equipment and courses, including school programs and other public relations events in the County.

Fire Hose - \$7,293 is recommended increased by \$572 to purchase replacement hoses for county fire engines. This is to keep up with replacement and hopefully to divide one-time large increases.

FIRE DEPARTMENT

SERVICES & SUPPLIES (continued)

721900 Special Departmental Expense (continued)

Hazardous Materials Specialized Equipment - \$5,421 is recommended increased by \$425 to purchase supplies and replacement gear for the Hazmat trailer.

Firefighter Wellness - \$5,425 is recommended increased by \$425 to purchase firefighter wellness supplies.

722000 Transportation & Travel (\$3,000) is recommended unchanged for County staff travel and for PCF training and travel.

722100 Utilities (\$113,925) is recommended increased by \$8,925 to accommodate the projected need for utilities at 14 stations and Headquarters. This increase is to offset new fire station and increasing cost.

OTHER CHARGES

730330 Rents & Lease – Principal (\$30,760) is recommended unchanged to accommodate for the rental of copiers and oxygen cylinder bottles (\$8,360) and for the rental of the Cedar Valley and Madera Acres fire station facilities (\$22,400).

EQUIPMENT

740301 Equipment > 5,000 (\$80,000) is recommended decreased to replace a command vehicle (\$80,000).

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FIRE PREVENTION
 (05000)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

JCN	CLASSIFICATION	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3349	Accounting Technician I or							
3354	Accounting Technician II	1.0	-	1.0		1.0	-	
3179	Fire Equipment Manager	1.0	-	1.0		1.0	-	
3713	Fire Master Mechanic	3.0	-	3.0		3.0	-	
3713	Parts Assistant	-	-			-	-	
3533	Office Assistant I or							
3534	Office Assistant II	1.0	-	1.0		-	-	A
TOTAL		6.0	-	6.0	-	-	-	

NOTES:

A Flexibly staff to an Office Assistant II

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FIRE-CHUKCHANSI
 INDIAN CASINO (05010)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662765 SVC TO CHUKCHANSI CASINO	686,668	2,103,334	2,322,716	2,322,716
TOTAL CHARGES FOR CURRENT SERVICES	686,668	2,103,334	2,322,716	2,322,716
<u>TOTAL ESTIMATED REVENUES</u>	<u>686,668</u>	<u>2,103,334</u>	<u>2,322,716</u>	<u>2,322,716</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	15,167	19,899	21,589	21,589
720300 Communications	2,354	2,583	2,803	2,803
720500 Household Expense	3,323	4,529	4,914	4,914
720800 Maintenance - Equipment	63,010	69,795	75,729	75,729
720900 Maintenance - Structures & Grounds	10,146	6,000	6,510	6,510
721300 Office Expense	7,225	2,717	2,948	2,948
721400 Professional & Specialized Services	928,531	1,965,732	2,173,440	2,173,440
721800 Small Tools & Instruments	0	1,648	1,789	1,789
721900 Special Departmental Expense	15,019	12,964	14,042	14,042
722100 Utilities	9,388	17,467	18,952	18,952
TOTAL SERVICES & SUPPLIES	1,054,165	2,103,334	2,322,716	2,322,716
<u>TOTAL EXPENDITURES</u>	<u>1,054,165</u>	<u>2,103,334</u>	<u>2,322,716</u>	<u>2,322,716</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>367,497</u>	<u>0</u>	<u>0</u>	<u>0</u>

FIRE - CHUKCHANSI INDIAN CASINO

COMMENTS

In May 2003, the Madera County Fire Department started providing additional fire services that included both personnel and equipment for the Chukchansi Gold Resort and Casino service area. This increased level of service was made possible through an MOU (Memorandum of Understanding) between the County of Madera and Picayune Rancheria of Chukchansi Indians. A new fire station, Indian Lakes Fire Station #8, was completed near the Casino site in Fiscal Year 2006-07. The cost of the staffing and related expenses for this fire service was to be reimbursed by the Chukchansi Tribe, and is subject to employee compensation and administrative rate adjustments authorized by the State. On February 14, 2007, a new MOU was entered into between the County of Madera and Picayune Rancheria of Chukchansi Indians. That MOU provided for continued fire services to the Casino and the immediate area; however, it only provided for the reimbursement of salaries and employee staff benefits, and not services and supplies. In July 2021, the Madera County Fire Department signed a new agreement with the Chukchansi Gold Resort and Casino for additional staffing. This agreement was initially signed in May 2003 and then updated in February 2007. The cost of staffing and related expenses for this fire service agreement is reimbursed to the County every quarter. The agreement provides an area of protection for the surrounding area. It also provides the casino the complete security of a Countywide Fire Department and other multi-aid resources when there is a need at the casino.

The expenditures for this budget were not listed in a separate budget until Fiscal Year 2005-06.

ESTIMATED REVENUES

662766 **Fire Reimbursement Indian Casino** (\$2,322,716) reflects the projected reimbursements for actual CAL FIRE agreement costs to staff Station 8 plus a 12% county administrative overhead charge to cover the County's costs of running Station 8.

SERVICES & SUPPLIES

720200 **Clothing & Personal Supplies** (\$21,589) is recommended for new and replacement clothing (helmets, face shields, goggles, turnout jackets and pants, nomex jackets and pants, boots, gloves, and personal alarms) for permanent and seasonal staff. The department has not purchased gear and equipment on a regular basis and is currently out of safety compliance on a majority of our personal protective equipment requiring the need to develop a replacement schedule. To completely outfit individuals with the required CAL-OSHA clothing, the cost is approximately \$8,000 each.

720300 **Communications** (\$2,803) is recommended for all telephone costs at Station #8.

720500 **Household Expense** (\$4,914) is recommended for the cost of consumable household supplies and is for replacement of items such as dishes, cooking utensils, towels, sheets, other household expenses, and refuse disposal.

FIRE - CHUKCHANSI INDIAN CASINO

SERVICES & SUPPLIES (continued)

720800 **Maintenance - Equipment** (\$75,729) is recommended for fuel and maintenance of various types of automotive equipment, maintenance of generators, mobile radios, and rescue and office equipment. This increase is for additional cost associated with the new ladder truck. A breakdown of this account is as follows:

Vehicle Rebuilding - \$39,441 for rebuild projects approved by the Board, and for additional vehicle maintenance.

Vehicle Maintenance - \$29,290 to purchase fuel, oil, tires, batteries, parts for repairs, etc.

Equipment Maintenance - \$5,880 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.

Mobile Radio and Pager - \$1,118 to maintain mobile radios and pagers.

720900 **Maintenance - Structures & Grounds** (\$6,510) is recommended for minor maintenance at fire stations. As the station ages there is a greater need for maintenance items.

721300 **Office Expense** (\$2,948) is recommended for general office and minor computer supplies and equipment. This increase will meet the real needs of this station.

721400 **Professional & Specialized Services** (\$2,173,440) is recommended over the prior year for projected costs related to the Cooperative Agreement. The requested budget from CAL Fire includes State negotiated salaries and benefits, Extended Duty Week Compensation (EDWC), uniform allowance, unplanned overtime, and State administrative charges of 12.01% for nine CAL FIRE firefighters:

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$1,920,950) is requested for CAL FIRE staffing for Station #8 Indian Lakes.

EDWC Payment (\$377,652) is requested for CAL FIRE employees who work in accordance with the FLSA regulations of 72 hours per week, and their State negotiated labor agreement.

Uniform Allowance (\$19,448) is requested to provide the uniform allowance for CAL FIRE personnel.

SERVICES & SUPPLIES (continued)

721400 **Professional & Specialized Services** (continued)

RECAP OF State CAL FIRE Schedule A Cooperative Agreement (continued):

Operating/Training Expenses (\$0) is requested for general expenses and projected training costs for CAL FIRE personnel.

Overtime (Unplanned) (\$0) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$230,706) is requested for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which include Statewide Pro Rata and CAL FIRE Indirect Costs. The 2023-24 administration charge is 12.01%

721800 **Small Tools & Instruments** (\$1,789) is recommended for necessary hand tools.

721900 **Special Departmental Expense** (\$14,042) is recommended for firefighting supplies. The general breakdown is:

Fire Fighting Supplies - \$9,320 to purchase general supplies including ladders, nozzles, air tanks, foam, pagers, axes, valves, etc. Many of these items need to be replaced annually due to normal wear and damage.

Medical Aid Supplies - \$2,187 to purchase items to restock kits, items to protect against communicable disease, and supplies for the automated external defibrillators.

Food - \$300 to purchase food to feed firefighters on extended fires when employees and/or volunteers are working through meal times.

Training Programs & Supplies - \$900 to purchase training devices and materials for PCFs including manuals, films, slides, brochures and other training aides; materials for the Fire Prevention Program and specialized training equipment; and courses, including school programs and other public relations events in the County.

Fire Hose - \$651 to purchase a new hose. This increase will provide for a replacement program.

SERVICES & SUPPLIES (continued)

721900 **Special Departmental Expense** (continued)

Hazardous Materials Specialized Equipment - \$684 to purchase supplies and gear.

722100 **Utilities** (\$18,952) is recommended for projected utilities expenses at Station #8.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FIRE-RIVERSTONE
 (05020)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662712 FIRE COST RECOVERY	410,364	681,696	732,063	732,063
TOTAL CHARGES FOR CURRENT SERVICES	410,364	681,696	732,063	732,063
<u>TOTAL ESTIMATED REVENUES</u>	<u>410,364</u>	<u>681,696</u>	<u>732,063</u>	<u>732,063</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	410,364	681,696	732,063	732,063
<u>TOTAL EXPENDITURES</u>	<u>410,364</u>	<u>681,696</u>	<u>732,063</u>	<u>732,063</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

Based on the 2007 Adopted Development Agreement between the County of Madera and Riverstone, the Developer shall provide fire protection equipment and staffing throughout all phases of construction.

ESTIMATED REVENUES

662712 **Fire Cost Recovery** (\$732,063) is recommended for expected reimbursements from the developer to fully offset the projected cost of three (3) firefighter staff.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$732,063) is recommended based on the two (2) Fire Captains and one (1) FTE required in the development agreement, based on the stage of the project. The requested budget from CAL Fire includes State negotiated salaries and benefits, Extended Duty Week Compensation (EDWC), uniform allowance, unplanned overtime, and State administrative charges of 12.01% for five CAL FIRE firefighters:

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$516,154) is requested for CAL FIRE staffing for Riverstone CSA 22 Zone C.

EDWC Payment (\$130,932) is requested for CAL FIRE employees who work in accordance with the FLSA regulations of 72 hours per week, and their State negotiated labor agreement.

Uniform Allowance (\$6,483) is requested to provide the uniform allowance for CAL FIRE personnel.

Training Expenses (\$0) is requested for estimated training expenses for staff.

Overtime (Unplanned) (\$0) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$78,494) is requested for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which include Statewide Pro Rata and CAL FIRE Indirect Costs. The 2023-24 administration charge is 12.01%.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FIRE-TESORO VIEJO
 (05030)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662712 FIRE COST RECOVERY	868,411	1,312,808	1,567,989	1,567,989
TOTAL CHARGES FOR CURRENT SERVICES	868,411	1,312,808	1,567,989	1,567,989
<u>TOTAL ESTIMATED REVENUES</u>	<u>868,411</u>	<u>1,312,808</u>	<u>1,567,989</u>	<u>1,567,989</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0	0	32,000	32,000
720300 Communications	0	0	6,800	6,800
720500 Household Expense	0	0	3,000	3,000
720800 Maintenance - Equipment	0	0	30,000	30,000
720900 Maintenance - Structures & Grounds	0	0	2,400	2,400
721300 Office Expense	0	0	1,500	1,500
721400 Professional & Specialized Services	868,411	1,312,808	1,455,289	1,455,289
721800 Small Tools & Instruments	0	0	1,500	1,500
721900 Special Departmental Expense	0	0	15,500	15,500
722100 Utilities	0	0	20,000	20,000
<u>TOTAL EXPENDITURES</u>	<u>868,411</u>	<u>1,312,808</u>	<u>1,567,989</u>	<u>1,567,989</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

FIRE – Tesoro Viejo CSA 22 Zone E

COMMENTS

Based on the 2012 Adopted Development Agreement between the County of Madera and Tesoro Viejo, Inc., the Developer shall provide fire protection equipment and staffing throughout all phases of construction.

ESTIMATED REVENUES

662712 **Fire Cost Recovery** (\$1,567,989) is recommended for expected reimbursements from the developer to fully offset the projected cost of three (2) Full Time Equivalent (FTE) 24/7 firefighters.

SERVICES & SUPPLIES

720200 **Clothing & Personal Supplies** (\$32,000) is recommended for new and replacement clothing (helmets, face shields, goggles, turnout jackets and pants, nomex jackets and pants, boots, gloves, and personal alarms) for permanent and seasonal staff. The department has not purchased gear and equipment on a regular basis and is currently out of safety compliance on a majority of our personal protective equipment requiring the need to develop a replacement schedule. To completely outfit individuals with the required CAL-OSHA clothing, the cost is approximately \$8,000 each.

720300 **Communications** (\$6,800) is recommended for all telephone costs at Station #7.

720500 **Household Expense** (\$3,000) is recommended for the cost of consumable household supplies and is for replacement of items such as dishes, cooking utensils, towels, sheets, other household expenses, and refuse disposal.

720800 **Maintenance - Equipment** (\$30,000) is recommended for fuel and maintenance of various types of automotive equipment, maintenance of generators, mobile radios, and rescue and office equipment. A breakdown of this account is as follows:

Vehicle Maintenance - \$20,000 to purchase fuel, oil, tires, batteries, parts for repairs, etc.

Equipment Maintenance - \$5,000 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.

Mobile Radio and Pager - \$5,000 to maintain mobile radios and pagers.

720900 **Maintenance - Structures & Grounds** (\$2,400) is recommended for minor maintenance at fire stations. As the station ages there is a greater need for maintenance items.

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$1,500) is recommended for general office and minor computer supplies and equipment. This increase will meet the real needs of this station

721400 **Professional & Specialized Services** (\$1,455,289) is recommended based on the two (2) FTEs required in the development agreement, based on the stage of the project. The requested budget from CAL FIRE includes State negotiated salaries and benefits, Extended Duty Week Compensation (EDWC), uniform allowance, unplanned overtime, and State administrative charges of 12.01%.

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$1,267,417) is requested for CAL FIRE staffing for Tesoro Viejo CSA 22 Zone E.

EDWC Payment (\$252,216) is requested for CAL FIRE employees who work in accordance with the FLSA regulations of 72 hours per week, and their State negotiated labor agreement.

Uniform Allowance (\$6,483) is requested to provide the uniform allowance for CAL FIRE personnel.

Training Expenses (\$0) is requested for estimated training expenses for staff.

Overtime (Unplanned) (\$0) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$155,261) is requested for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which include Statewide Pro Rata and CAL FIRE Indirect Costs. The 2023-24 administration charge is 12.01%.

721800 **Small Tools & Instruments** (\$1,500) is recommended for necessary hand tools.

721900 **Special Departmental Expense** (\$15,500) is recommended for firefighting supplies. The general breakdown is:

Fire Fighting Supplies - \$10,000 to purchase general supplies including ladders, nozzles, air tanks, foam, pagers, axes, valves, etc. Many of these items need to be replaced annually due to normal wear and damage.

Medical Aid Supplies - \$2,000 to purchase items to restock kits, items to protect against communicable disease, and supplies for the automated external defibrillators.

SERVICES & SUPPLIES (continued)

721900 Special Departmental Expense (continued)

Food - \$300 to purchase food to feed firefighters on extended fires when employees and/or volunteers are working through meal times.

Training Programs & Supplies - \$1,000 to purchase training devices and materials for PCFs including manuals, films, slides, brochures and other training aides; materials for the Fire Prevention Program and specialized training equipment; and courses, including school programs and other public relations events in the County.

Fire Hose - \$1,200 to purchase a new hose. This increase will provide for a replacement program.

Hazardous Materials Specialized Equipment - \$1,000 to purchase supplies and gear.

722100 Utilities (\$20,000) is recommended for projected utilities expenses at Station #7.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: AG. COMMISSIONER/
 WTS & MEASURES (05410)
 Function: Public Protection
 Activity: Protective Inspection
 Fund: General

	<u>ACTUAL</u> <u>2021-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630225 AG- Admin Penalties	10,750	2,000	7,500	7,500
TOTAL FINES, FORFEITURES & PENALTIES	10,750	2,000	7,500	7,500
INTERGOVERNMENTAL REVENUE				
652200 State - Agriculture	1,145,823	1,210,849	1,288,000	1,288,000
TOTAL INTERGOVERNMENTAL REVENUE	1,145,823	1,210,849	1,288,000	1,288,000
CHARGES FOR CURRENT SERVICES				
661000 Agriculture Services	448,471	453,895	450,000	450,000
TOTAL CHARGES FOR CURRENT SERVICES	448,471	453,895	450,000	450,000
MISCELLANEOUS REVENUE				
672000 Other Sales	4,430	3,000	4,500	4,500
673000 Miscellaneous	2,196	0	0	0
TOTAL MISCELLANEOUS REVENUE	6,626	3,000	4,500	4,500
OTHER FINANCING SOURCES				
680200 Operating Transfers In	29,684	0	0	0
TOTAL OTHER FINANCING SOURCES	29,684	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,641,354</u>	<u>1,669,744</u>	<u>1,750,000</u>	<u>1,750,000</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **AG. COMMISSIONER/
WTS & MEASURES (05410)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

	ACTUAL <u>2021-23</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,035,389	1,091,196	1,134,549	1,134,549
710103 Temporary Salaries	7,587	7,000	5,000	5,000
710106 Standby & Night Premium	0	200	200	200
710107 Premium Pay	380	0	0	0
710200 Retirement	400,235	444,948	470,675	470,675
710300 Health Insurance	159,594	179,180	243,420	243,420
710400 Workers' Compensation Insurance	9,391	12,115	9,755	9,755
TOTAL SALARIES & EMPLOYEE BENEFITS	1,612,575	1,734,639	1,863,599	1,863,599
SERVICES & SUPPLIES				
720100 Agricultural	0	27,000	30,000	30,000
720200 Clothing & Personal Supplies	854	400	600	600
720300 Communications	12,277	8,660	15,000	15,000
720500 Household Expense	185	250	250	250
720600 Insurance	79,897	124,238	147,839	147,839
720800 Maintenance - Equipment	15,700	25,000	20,000	20,000
720900 Maintenance - Bldgs	6,110	12,000	12,000	12,000
721000 Medical, Dental & Lab Supplies	834	5,000	5,000	5,000
721100 Memberships	3,179	4,000	4,000	4,000
721200 Miscellaneous Expenses	88	0	250	250
721201 Cash Shortages	0	50	50	50
721300 Office Expense	11,340	40,000	40,000	40,000
721307 Furniture less than Fixed Asset Limit	1,045	4,000	4,000	4,000
721314 Computer Equipment less than Fixed Asset Limit	5,488	12,000	12,000	12,000
721400 Professional & Specialized Services	11,231	38,000	38,000	38,000
721601 Rents & Leases - Co Vehicles	37,230	40,000	80,000	80,000
721800 Small Tools & Instruments	1,961	3,000	3,000	3,000
721900 Special Departmental Expense	3,573	30,000	30,000	30,000
722000 Transportation & Travel	11,371	13,000	15,000	15,000
TOTAL SERVICES & SUPPLIES	202,362	386,598	456,989	456,989

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: AG. COMMISSIONER/
 WTS & MEASURES (05410)
 Function: Public Protection
 Activity: Protective Inspection
 Fund: General

	<u>ACTUAL</u> <u>2021-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
OTHER CHARGES				
730330 Rents & Leases - Equipment	1,869	35,000	5,000	5,000
TOTAL OTHER CHARGES	1,869	35,000	5,000	5,000
FIXED ASSETS				
740300 Eqpt/furniture< \$5,000	0	20,000	0	0
740301 Fixed Asset > \$5,000 (3 inspector trucks,1 trailer)	56,211	365,900	230,000	230,000
TOTAL FIXED ASSETS	56,211	385,900	230,000	230,000
OTHER FINANCING USES				
750121 Capital Project	65,000	0	90,000	90,000
770000 Intrafund Expense	0	8,340	10,000	10,000
TOTAL OTHER FINANCING USES	65,000	8,340	100,000	100,000
<u>TOTAL EXPENDITURES</u>	<u>1,938,017</u>	<u>2,550,477</u>	<u>2,655,588</u>	<u>2,655,588</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>296,663</u>	<u>880,733</u>	<u>905,588</u>	<u>905,588</u>

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

COMMENTS

The Agricultural Commissioner serves as the local regulatory arm of the California Department of Food and Agriculture, and the Cal-EPA Department of Pesticide Regulation. The Department is responsible for statewide programs which protect the agricultural industry, the environment, and welfare of the general public. Examples of these programs include: pesticide use enforcement; nursery and apiary (bee) inspection; standardization of fruits and vegetables; oversight of the direct marketing and organic products; activities which prevent the entry and establishment of exotic pests in the state; and compilation of crop production values and economic losses due to weather-related events.

The Sealer of Weights and Measures is mandated by state law to protect the interests of consumers and businesses by ensuring honesty and integrity in the marketplace. This is accomplished through a continuous and systematic inspection of all devices that use weight or measure as the basis of a commercial transaction. Point-of-sale (scanner) systems are also checked for accuracy; packaged products are inspected to ensure correct net contents. Virtually every transaction involving the exchange of goods, property, and service is affected in a vital way by some form of weight and measures.

WORKLOAD - AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

<u>Category Work</u>	Man-hours Actual <u>2021-22</u>	Man-hours Estimated <u>2022-23</u>	Man-hours Projected Need <u>2023-24</u>
Pest Management*	1,420	1,400	1,600
Pest Exclusion	2,440	3,200	3,000
Pesticide Use Enforcement	11,373	14,000	14,000
Nursery and Seed Inspection	178	200	200
F & V, Organic & Certified Producers	122	100	100
Apiary Inspections	280	400	300
Crop Statistics	253	300	300
Weights & Measures	1,781	3,000	3,100

*Includes GWSS Insect Trapping Program

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

ESTIMATED REVENUES

- 630200** **Court Fines** (\$7,500) is recommended increased \$5,500 for expected fine revenue.
- 652200** **State - Agriculture** (\$1,288,000) is recommended increased \$77,151 for expected state agriculture funding.
- 661000** **Agriculture Services** (\$450,000) is expected to decrease \$3,895 for revenue from charges for agriculture services due to an adjustment in Phytosanitary inspections.
- 672000** **Other Sales** (\$4,500) is expected to increase \$1,500 for revenue from sales.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,134,549) is recommended to increase by \$43,353 based on the cost of current staffing, and includes step and longevity increases for existing staff.
- 710103** **Extra Help** (\$5,000) is recommended to decrease by \$2,000 and reflects appropriations to hire retired annuitant for training of weights & measure staff.
- 710106** **Standby & Night Premium** (\$200) is recommended unchanged. This expense is for weekend issuance of phytosanitary certificates during peak months of July and August, quarantine inspections of out-of-state beehives for Red Imported Fire Ants, and Pesticide Use Enforcement activities.
- 710200** **Retirement** (\$470,675) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$243,420) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$9,755) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

SERVICES & SUPPLIES

- 720100** **Agricultural** (\$30,000) is recommended to increase by \$3,000 to replenish the current inventory of gas cartridges, which are resold at cost to growers for squirrel control. These costs are fully recovered when the items are sold.
- 720200** **Clothing & Personal Supplies** (\$600) is recommended increased by \$200 for protective clothing, gloves, aprons, masks, etc. to ensure compliance with State safety regulations.
- 720300** **Communications** (\$15,000) is recommended to increase by \$6,340, based on current cost for telephone services and mobile inspection device replacements. The replacement phones are for phones that are no longer working and not repairable.
- 720500** **Household Expense** (\$250) recommended unchanged for the cost of laundering coveralls, and to purchase hand wipes, new shop rags, and to replenish miscellaneous supplies.
- 720600** **Insurance** (\$147,839) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$20,000) is recommended decreased by \$5,000 for state certifications, tires, safety repairs, and routine servicing of the heavy-capacity weight truck, and repair of weights and measures provers, computers, and other office equipment.
- 720900** **Maintenance - Buildings** (\$12,000) is recommended unchanged based on need to repair and upgrade current structures to house weight truck and other device testing equipment that are on trailers as well as other projected need for the department.
- 721000** **Medical, Dental & Lab Supplies** (\$5,000) is recommended unchanged based on current and projected needs for the Department, including meter testing supplies.
- 721100** **Memberships** (\$4,000) is recommended unchanged for the cost of required Department Head memberships in the California Agricultural Commissioners and Sealers Association, San Joaquin Valley Agricultural Commissioners and Sealers Association, National Conference on Weights and Measures, and Western Weights and Measures Association.
- 721300** **Office Expense** (\$40,000) is recommended unchanged, office furniture for new office was purchased last FY the remainder for general office supplies, copier usage, and small furniture.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

SERVICES & SUPPLIES (continued)

- 721307** **Furniture less than Fixed Asset Limit** (\$4,000) is recommended unchanged based on the cost of new furniture needed for the conference room as well as chairs for staff.
- 721314** **Computer Equipment less than the Fixed Asset Limit** (\$12,000) is recommended unchanged based on the cost of software replacement as well as the purchase of Calcats software for the generation of Statewide reports.
- 721400** **Professional & Specialized Services** (\$38,000) is recommended unchanged based on the cost of device testing by Merced County for FY 2023-24, and for expenses related to administrative hearings and other services as required. Merced County possesses costly specialized testing equipment for required testing of certain devices that would not be practical for the department to purchase, based on the amount of use.
- 721601** **Rents & Leases – Co Vehicles** (\$80,000) is recommended for Central Garage mileage costs.
- 721800** **Small Tools & Instruments** (\$3,000) is recommended unchanged based on the need for various hand tools and inspection equipment used by this Department.
- 721900** **Special Departmental Expense** (\$30,000) is recommended unchanged due to present inventory of new computer hardware some already being upgraded, along with computer software, evidence-gathering materials for investigations in pesticide use enforcement and other programs, Weights & Measures annual certification seals, wire security seals and dies, meeting supply expenses, undercover Weights & Measures purchases, flagging tape, and other pest detection trapping program supplies.
- 722000** **Transportation & Travel** (\$15,000) is recommended increase of \$2,000 based on expenses for registration fees at Commissioner/Sealer conferences, training workshops for inspectors, regional Deputy meetings, and Commissioner Association committee meetings.

OTHER CHARGES

- 730330** **Rents & Leases - Equipment** (\$5,000) is recommended for the copy machine lease, and various equipment rental for weights and measures based on projected costs.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

OTHER CHARGES (continued)

- 740301** **Fixed Asset >\$5,000 (Inspector Trucks)** (\$230,000) is recommended for the purchase of three new trucks and one trailer to replace high mileage vehicles.
- 750121** **Capital Project** (\$90,000) is recommended for zero water landscaping around the Ag Commissioners building, and expansion of the fenced County parking lot and security structure for the weight truck.
- 770000** **Intrafund Expenses** (\$10,000) is recommended for the VOIP phone monthly costs and fuel costs for weight truck.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **AG. COMMISSIONER/
WTS & MEASURES (05410)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or	1.0	-	-	-	-	-	
3209	Senior Administrative Analyst	-	-	1.0	-	1.0	-	A
3161	Ag. and Standards Inspector I or							
3162	Ag. and Standards Inspector II or							
3163	Ag. and Standards Inspector III or							
3751	Sr Ag. and Standards Inspector or							
3510	Ag. and Standards Technician	8.0	3.0	9.0	2.0	1.0	(1.0)	B
2120	Agricultural Commissioner/Sealer	1.0	-	1.0	-	-	-	
3166	Deputy Agricultural Commissioner or	-	-	-	-	-	-	
4106	Supervising Ag. and Standards Insp.	3.0	-	3.0	-	-	-	C
3636	Program Assistant I or							
3637	Program Assistant II	2.0	-	2.0	-	-	-	
		<u>15.0</u>	<u>3.0</u>	<u>16.0</u>	<u>2.0</u>	<u>2.00</u>	<u>-</u>	

TOTAL

- A** Reflects the department's request to flexibly staff one (1) FTE Administrative Analyst position up to the Senior Administrative Analyst level to better meet the needs of the department
- B** Requesting to fund one (1) FTE Agricultural and Standards Inspector I, II, or III/Agricultural and Standards Technician position
- C** Reflects the department's request to flexibly staff the Deputy Agricultural Commissioner and Supervising Agricultural Commissioner positions to better meet the needs of the department

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PREDATORY ANIMAL
 CONTROL (06200)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	76,981	92,371	89,730	89,730
<u>TOTAL EXPENDITURES</u>	<u>76,981</u>	<u>92,371</u>	<u>89,730</u>	<u>89,730</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>76,981</u>	<u>92,371</u>	<u>89,730</u>	<u>89,730</u>

PREDATORY ANIMAL CONTROL

COMMENTS

This budget funds the costs to control predatory and nuisance animals by providing animal damage management on properties within the County of Madera. The Program is performed under contract by the Animal Damage Control Section of the United States Department of Agriculture (USDA), and funds the salary, supplies, and mileage of Wildlife Management services for the County. The funding provides services for the County for control of predators that include bears, mountain lions, coyotes and feral pigs, as well as nuisance animals.

Since 2007-08, the Board of Supervisors has directed that funding be appropriated to provide Wildlife Damage Management services. The requested amount for Wildlife Management services for 2023-24 is \$89,730, an decrease of \$2,641 from the 2022-23 approved amount.

WORKLOAD

	<u>7/1/20 – 6/30/21</u>	<u>7/1/21 – 6/30/22</u>
ACRES WORKED	55,171	25,174
PROPERTIES WORKED	17	13
SPECIALIST HOURS	1,661	1,604
DAMAGE REPORTED	\$75,161	\$79,157
ANIMALS REMOVED	243	216
TECHNICAL ASSISTANCE PROJECTS	155	143
DISEASE SAMPLES TAKEN	49	31
DIRECT CONTROL SERVICE VISITS	472	438

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$89,730) is recommended decreased of \$2,641 for contractual annual predatory animal management services provided by the Animal Damage Control Section of the United States Department of Agriculture.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620200 Business Licenses	-20	0	0	0
620500 Zoning Permits	107,654	147,604	176,025	176,025
620700 Other License & Permits	24,769	0	0	0
TOTAL LICENSES, PERMITS & FRANCHISES	132,403	147,604	176,025	176,025
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	789,204	1,187,870	1,250,000	1,250,000
TOTAL FINES, FORFEITURES & PENALTIES	789,204	1,187,870	1,250,000	1,250,000
INTERGOVERNMENTAL REVENUE				
654000 State - Other	495,209	80,500	85,500	85,500
662800 Interfund Revenue	0	1,345,500	1,365,500	1,365,500
670000 Interfund Revenue	0	15,000	15,000	15,000
TOTAL FOR INTERGOVERNMENTAL REVENUE	495,209	1,441,000	1,466,000	1,466,000
CHARGES FOR CURRENT SERVICES				
660200 Special Assessments	2,384	0	0	0
660800 Planning & Engineering Services	882,018	1,472,558	1,597,580	1,597,580
662800 Interfund Revenue	264,899	0	0	0
662804 LAFCO-REIMB FOR CO SERVICES	11,378	9,000	9,000	9,000
TOTAL CHARGES FOR CURRENT SERVICES	1,160,679	1,481,558	1,606,580	1,606,580
MISCELLANEOUS REVENUE				
673000 Miscellaneous	60	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
TOTAL MISCELLANEOUS REVENUE	60	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	2,000,715	0	0	0
TOTAL OTHER FINANCING SOURCES	2,000,715	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>4,578,270</u>	<u>4,258,032</u>	<u>4,498,605</u>	<u>4,498,605</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,589,931	1,495,093	1,581,377	1,581,377
710103 Extra Help	154,383	167,854	89,251	89,251
710105 Overtime	646	0	0	0
710106 Stand-By Pay	756	0	0	0
710107 Premium Pay	570	0	780	780
710110 Uniforms Allowance	1,125	0	1,450	1,450
710200 Retirement	662,857	665,758	669,555	669,555
710300 Health Insurance	182,423	249,353	258,634	258,634
710400 Workers' Compensation Insurance	26,179	31,191	13,824	13,824
TOTAL SALARIES & EMPLOYEE BENEFITS	2,618,871	2,609,249	2,614,871	2,614,871
SERVICES & SUPPLIES				
720200 Clothing and Personal Supplies	1,181	5,000	5,000	5,000
720300 Communications	16,714	13,000	13,000	13,000
720305 Microwave Radio Services	5,665	5,465	5,465	5,465
720600 Insurance	4,586	162,312	162,312	162,312
720800 Maintenance - Equipment	0	900	900	900

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
721100 Memberships	9,499	0	4,200	4,200
721300 Office Expense	17,700	10,000	10,000	10,000
721400 Professional & Specialized Services	2,673,754	1,611,808	1,806,039	1,806,039
721500 Publications & Legal Notices	36,586	32,000	37,000	37,000
721601 Rents & Leases - Co Vehicles	22,883	19,520	39,040	39,040
721900 Special Departmental Expense	16,642	10,500	15,500	15,500
721969 Special Departmental Expense - Graffiti Abatement	0	5,000	5,000	5,000
722000 Transportation & Travel	38,999	20,000	39,000	39,000
TOTAL SERVICES & SUPPLIES	2,844,209	1,895,505	2,142,456	2,142,456
OTHER CHARGES				
730330 Lease - Principal	20,032	15,216	15,216	15,216
731300 Contributing Non-County Agency	14	12,000	0	0
TOTAL OTHER CHARGES	20,046	27,216	15,216	15,216
FIXED ASSETS				
740300 Equipment/Furniture	39,507	0	0	0
TOTAL FIXED ASSETS	39,507	0	0	0
OTHER FINANCING USES				
750100 Operating Transfers Out	24,769	0	0	0
TOTAL OTHER FINANCING USES	24,769	0	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Expense/Revenues	15,402	12,000	12,000	12,000
TOTAL INTRAFUND TRANSFERS	15,402	12,000	12,000	12,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PLANNING
 (05900)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>TOTAL EXPENDITURES</u>	<u>5,562,803</u>	<u>4,543,970</u>	<u>4,784,543</u>	<u>4,784,543</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>984,534</u>	<u>285,938</u>	<u>285,938</u>	<u>285,938</u>

COMMENTS

Under the jurisdiction of the Community and Economic Development Department (CED), the Planning Division's responsibility is to promote the most effective, efficient, aesthetic, and safest use of land for present and future generations of Madera County residents and visitors. The Community and Economic Development Director serves as Advisor to the Board of Supervisors concerning planning matters.

The Planning Division is charged with the preparation and periodic revision of a comprehensive long-term General Plan for the land use and physical development of the County and for the implementation of this Plan. The Division's work includes zoning and subdivision enforcement in the unincorporated area of the County, the development of specific current and long-range area planning, addressing, mapping, public information and assistance, administration of Community Development Block Grants, applications for agricultural preserves, code enforcement, public notices and documents for the Planning Commission. The Planning Division is the lead agency for the development application process. In addition, the Planning Division serves as staff to the Local Agency Formation Commission (LAFCO).

The Planning Division is responsible for administration of the California Environmental Quality Act of 1970 in accordance with the guidelines issued by the State Secretary for Resources.

Appeals of Division decisions and public hearings on proposed subdivisions, zoning changes, etc., are heard by the Planning Commission. The Chief of Development Services also serves as Executive Officer of the Planning Commission, and provides technical assistance to other County Departments and agencies.

The Division administers County Affordable Housing and Economic Development Programs including Community Development Block Grant (CDBG), Neighborhood Stabilization Program (NSP), HOME Grants, Abandon Vehicle Grants and Waste Tire Grants.

WORKLOAD

The California Government Code Section 65103 requires that a County Planning Division perform the following functions:

- Prepare, periodically review, and revise, as necessary, the General Plan.
- Implement the General Plan through actions including, but not limited to, the administration of specific plans, zoning and subdivision ordinances.
- Annually review the capital improvement program of the city or county and the local public works projects of other local agencies for their consistency with the General Plan, pursuant to Article 7 (commencing with Section 65400).
- Endeavor to promote public interest in commenting on and understanding the General Plan and the regulations relating to it.
- Consult and advise with public officials and agencies, public utility companies, civic, educational, professional, and other organizations, and citizens generally concerning implementation of the General Plan.
- Promote the coordination of local plans and programs with the plans and programs of other public agencies, where appropriate.
- Perform other functions as the legislative body provides, including conducting studies and preparing plans other than those required or authorized by this title.

CED - PLANNING DIVISION

WORKLOAD (continued)

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
Conditional Use Permits/Variances	25	20	20
General Plan Amendments	5	4	5
Rezoning	17	15	15
Site Plan Review	0	0	0
Specific Plans	0	0	0
Mining Permits	0	0	0
Variances (Setbacks)	21	12	17
Zoning Permits	12	14	15
Lot Line Adjustments	16	15	16
Parcel Maps	11	11	12
Subdivisions	9	9	7
House Numbers	425	500	600
Zoning Violations	711	800	800
Citations/Request for Complaints	0	0	0
Review Building Permits	1,863	1900	2100
Review Business Licenses	980	1200	1200
Review Grading Permits	104	100	105
Public Hearings	15	20	20
Commission Meetings	12	12	12
Environmental Committee Meeting	17	20	24
Negative Declarations	26	25	28
Distressed Homes Registration	21	40	42
Distressed Homes Citations/Violations	13	20	21

ESTIMATED REVENUES

620500 **Zoning Permits** (\$176,025) is recommended increased \$28,421 for zoning and setback permits.

630200 **Other Court Fines** (\$1,250,000) is recommended decreased \$62,130 based on special assessments on property and Code Enforcement fines and penalties.

CED - PLANNING DIVISION

ESTIMATED REVENUES (continued)

- 654000** **State – Other** (\$85,500) is recommended increased \$5,000 based on the Waste Tire Amnesty Grant, SB2 Grant and the Abandoned Vehicle Grant.
- 660800** **Planning & Engineering Services** (\$1,597,580) is recommended increased \$125,022 for fees received for entitlement permits including land division, parcel maps, lot line adjustments, subdivision, conditional use permits, general plan amendments, rezones and environmental reviews and 2020 census work.
- 662800** **Interfund Revenue** (\$1,365,500) is recommended based on the revenue for the CDBG Grant and shared salary.
- 662804** **LAFCO-REIMB FOR CO SERVICES** (\$9,000) is recommended for charges to LAFCO for rent, utilities and staff assistance.
- 670000** **Intrafund Revenue** (\$15,000) is recommended based on the revenue for shared salary.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,581,377) are recommended increased \$86,284 based on the cost of recommended staffing.
- 710103** **Extra Help** (\$89,251) is recommended decreased \$78,603 to provide staff resources when necessary to meet project deadlines. Extra help, retired annuitants and extra help Planners are utilized to fill the needs of the division. The account also funds a \$100 per meeting stipend for each of the five Planning Commissioners. The Planning Commission meets one to two times per month depending on the number of items to be heard.
- 710200** **Retirement** (\$669,555) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$258,634) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$13,824) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing and Personal Supplies** (\$5,000) is recommended unchanged for uniform shirts issued to Code Enforcement Officers.
- 720300** **Communications** (\$13,000) is recommended for telephone costs and for wireless connections for four (5) iPads used by the Code Enforcement Officers in the field and eleven (11) Smart Phones. A portion of the communication for the use of the iPads and Smart Phones (up to \$3,600) will be funded by the Waste Tire Enforcement Grant.
- 720305** **Microwave Radio Services** (\$5,465) is recommended for the Division's contribution to the Internal Service Fund based on the number of radios in this Division utilizing the County's microwave radio network.
- 720600** **Insurance** (\$162,312) reflects the Division's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$900) is recommended and funds annual maintenance for folding machine.
- 721300** **Office Expense** (\$10,000) is recommended for supplies such as paper, toner, copy ink, large envelopes for distribution and plotter paper. This line item includes all materials for special reports, projects, and day-to-day administrative activity.
- 721400** **Professional & Specialized Expense** (\$1,806,039) is recommended increased \$185,304 for contracts with consultants for grants and special projects; revenues offset most of these expenses.
- 721500** **Publications & Legal Notices** (\$37,000) are recommended due to the rising cost of newspaper publication. Funds are used for publications for land use permit applications, public meetings and California Environmental Quality Act (CEQA) public hearing notices.
- 7210601** **Rents & Leases – Co Vehicles** (\$39,040) is recommended to lease vehicles from the Central Garage. The Division has five (5) vehicles – two (2) sedans, one (2) SUV and two (1) pickups. It is anticipated the Division will travel 34,000 miles, which equates to \$39,040. A portion of the mileage (up to \$14,000) will be funded by the Waste Tire Enforcement Grant.
- 721900** **Special Departmental Expense** (\$15,500) is recommended unchanged. This account provides for the purchase of litigation reports for zoning citations (\$2,000). This account provides funds for the various studies, reports, maps, and booklets that will be assembled during this fiscal year due to high speed rail, Madera County Transportation Commission, and other studies with State Agencies (\$2,000) and miscellaneous other expenses. This account provides equipment for Code Enforcement for the Waste Tire Enforcement Grant (\$2,100); these expenses are required by the grants and will be offset by the grant funds

SERVICES & SUPPLIES (continued)

- 721969** **Special Departmental Expense - Graffiti Abatement** (\$5,000) is recommended unchanged to fund a contractual service provided by City of Madera to abate graffiti in the unincorporated areas of the County in close proximity to the City of Madera.
- 722000** **Transportation & Travel** (\$39,000) is recommended increased by (\$19,000) for the cost of registration, meals, and lodging for staff attending training, out-of-County meetings, conferences, reimbursements for Planning Commission travel to meetings, and for mandatory training for the Waste Tire Enforcement Grant (\$1,437.85), which will be funded by the grant. This total includes Association of Environmental Professionals annual conference (\$5,216.99), American Planning Association annual conference (\$4,097.29), CALAFCO annual conference (\$3,647.74), California County Planning Commission Association annual conference (\$739.90), California County Planning Directors Association annual conference (\$2,641.23), California State Association of Counties annual conference (\$4,783.38), ESRI annual conference (\$6,627.84), International Council of Shopping Centers (\$1,855.53), Virtual classes associated with Code enforcement and Planning topics and updates (\$2,336.00), Computronix trainings and classes (\$4,936.25).

OTHER CHARGES

- 730330** **Lease – Principal** (\$15,216) is recommended to fund the Division’s share of the business machine lease. The monthly business machine charge is \$874 plus color copies and copies in excess of the contract allowance, averaging an additional \$400 per month.
- 770100** **Intrafund Expense/Revenues** (\$12,000) is recommended to fund the Division’s share of the Voip phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0	-	1.0		-	-	
4222	Executive Assistant to Dept Head	1.0	-	1.0		-	-	
2146	Chief of Development Services	1.0	-	1.0		-	-	
3183	Code Enforcement Officer I or							
3184	Code Enforcement Officer II							
4113	Code Enforcement Officer III	3.0		3.0		-	-	
4114	Supervising Code Enforcement Officer	1.0	-	1.0		-	-	
4104	Deputy Director of CED-Planning	1.0	-	1.0		-	-	
2144	Director of Comm. & Econ. Dev.	1.0	-	1.0		-	-	
3241	Planner I or							
3242	Planner II or							
3243	Planner III	5.0		4.0			-	A
3306	Planning Technician or							
3518	Planning Aide	1.0	-	1.0		-	-	
3261	Senior Planner	2.0		3.0		-	-	A
TOTAL		17.0	-	17.0	-	-	-	

NOTES:

A Convert one (1) funded Planner I/II/III position to one (1) funded Senior Planner

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BUILDING AND FIRE SAFETY
INSPECTIONS (01370)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620300 Construction Permits	3,651,812	3,186,960	3,276,583	3,276,583
620700 Other Licenses & Permits	2,566	335,000	248,220	248,220
TOTAL LICENSES, PERMITS & FRANCHISES	3,654,378	3,521,960	3,524,803	3,524,803
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	4,719	18,200	20,000	20,000
TOTAL FINES, FORFEITURES & PENALTIES	4,719	18,200	20,000	20,000
CHARGES FOR CURRENT SERVICES				
660800 Planning & Engineering SVCS	1,228,039	1,183,500	900,000	900,000
TOTAL CHARGES FOR CURRENT SERVICES	1,228,039	1,183,500	900,000	900,000
MISCELLANEOUS REVENUE				
672000 Other Sales	2,008	0	0	0
673000 Miscellaneous Revenue	1,224	0	0	0
TOTAL MISCELLANEOUS REVENUE	3,232	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	26,541	0	0	0
TOTAL OTHER FINANCING SOURCES	26,541	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>4,916,909</u>	<u>4,723,660</u>	<u>4,444,803</u>	<u>4,444,803</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,206,419	1,799,163	1,823,686	1,823,686
710103 Extra Help	117,423	124,142	158,771	158,771
710105 Overtime	46,220	40,000	40,000	40,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BUILDING AND FIRE SAFETY
INSPECTIONS (01370)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
SALARIES & EMPLOYEE BENEFITS (continued)				
710110 Uniforms	1,700	2,200	3,000	3,000
710200 Retirement	500,848	740,137	805,075	805,075
710300 Health Insurance	166,679	383,328	471,622	471,622
710400 Workers' Compensation Insurance	75,000	75,000	45,000	45,000
TOTAL SALARIES & EMPLOYEE BENEFITS	2,114,288	3,163,970	3,347,154	3,347,154
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	1,235	5,000	3,000	3,000
720300 Communications	7,077	20,000	18,000	18,000
720600 Insurance	90,022	90,022	66,615	66,615
720800 Maintenance - Equipment	0	1,000	500	500
721000 Medical, Dental & Lab Supplies	0	250	0	0
721100 Memberships	1,200	3,000	2,800	2,800
721300 Office Expense	19,155	35,000	23,000	23,000
721400 Professional & Specialized Services	916,237	1,426,000	900,000	900,000
721500 Publications & Legal Notices	1,775	500	500	500
721601 Rents & Leases - Co Vehicles	103,865	85,000	200,000	200,000
721800 Small Tools & Instruments	711	3,500	3,000	3,000
721900 Special Departmental Expense	6,700	10,000	5,000	5,000
722000 Transportation & Travel	11,934	35,000	29,816	29,816
TOTAL SERVICES & SUPPLIES	1,159,911	1,714,272	1,252,231	1,252,231
OTHER CHARGES				
730330 Leases - Principal	7,632	8,500	8,500	8,500
770100 Intrafund Expense/Revenues	0	12,000	12,000	12,000
TOTAL OTHER CHARGES	7,632	20,500	20,500	20,500
<u>TOTAL EXPENDITURES</u>	3,281,831	4,898,742	4,619,885	4,619,885
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,635,079)</u>	<u>175,082</u>	<u>175,082</u>	<u>175,082</u>

COMMENTS

Under the jurisdiction of the Community and Economic Development Department (CED), the Building and Fire Safety Division is responsible for assuring the construction in Madera County adheres to the California Building and Standards Commission adopted codes. This division is a combination of the Fire Prevention for Land Development and Building Divisions and was established to provide services including plan reviews for new development and remodels, building inspections, and other necessary duties to complete the function of fire prevention for development. The Division provides minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling structural design, construction, materials, occupancy, and location of all buildings and structures within the unincorporated area of the county.

As mandated by the State of California, Madera County has adopted the California Building Code, Title 24 which is part of the 12-part California Code of Regulations. Along with enforcing the California Building Code, the Building and Fire Safety Division enforces Madera County Ordinances and the Uniform Code for the Abatement of Dangerous Buildings. The provisions of this Code shall be administered by the Building and Fire Safety Division.

These codes shall apply to the erection, construction, enlargement, alteration, repair, relocation, conversion, occupancy, and maintenance of buildings, structures, swimming pools, solar systems, the installation of electrical wiring and appliances, plumbing, heating and cooling facilities and appurtenances necessary within the unincorporated area of the county.

The following descriptions provide a general overview of the most common permits the Division issues:

Plumbing Permits

The provisions of the California Plumbing Code apply to new construction, relocated buildings and to any alterations, repairs or reconstruction. Plumbing systems are designed and installed to the minimum standard of the California Plumbing Code. Plumbing permits vary greatly; the piping and fixtures within a single-family dwelling and pools fall under Plumbing permits, as do gas lines for propane and other fuel sources.

Mechanical Permits

The provisions of the California Mechanical Code apply to all new construction, any alterations, repairs or reconstruction. Mechanical permits are required for new or replacement systems such as heating, ventilation, refrigeration systems and components. Mechanical systems are to be designed and installed to the minimum standards of the California Mechanical Code.

Electrical Permits

The provisions of the California Electrical Code apply to all new construction, relocated buildings, solar photovoltaic systems, and to alterations, repairs or reconstruction. Electrical permits are required for new or alterations to existing electrical systems. Types of electrical permits include the wiring in a new single-family dwelling, an electric gate installation or a new well pump.

COMMENTS (continued)

Mobile Home Permits

Mobile homes and temporary or permanent mobile offices installed within the Madera County require a building permit for the installation of such structure, regardless of the type of installation being performed. Mobile homes will typically have several additional permits as part of the overall project. Mobile home placements usually require multiple permits, engineered foundations, exterior electrical, and exterior plumbing. All interior inspections and permitting is done through California Housing and Community Development.

Demolition Permits

A Demolition Permit is required for the removal of any structure, in excess of 120 square feet, located within Madera County. Demolition permits are issued in conjunction and with the approval of the San Joaquin Valley Air Pollution Control District (SJVAPCD).

Reroof Permits

Reroof permits are required for alteration, repairs or reconstruction of a building's roof system. Reroof permits shall meet minimum design, installation and construction standards of the California Building Code and California Residential Code.

Sprinkler System Permits

Provisions within the California Fire, Building and Residential Code require certain structures and occupancies to provide additional safety and protections through the installation of commercial or residential Automatic Engineered Fire Sprinkler Systems. These systems are designed and installed to the minimum standard of the National Fire Protection Association (NFPA). These permits require staff to provide a minimum of two (2) separate inspections per permit.

Fire Alarm Permits

Provisions within the California Fire and Building Code require certain structures and occupancies to provide additional safety and protections through the installation of Automatic Engineered Fire Alarm Systems. These systems are designed to alert occupants and emergency responders to fire or safety hazards within a structure and must meet the minimum design standards of NFPA 72. These permits normally require two (2) separate inspections.

Fire Pump Permit

Provisions within the California Fire Code (CFC) require dedicated and consistent fire hydrant flow rates be available. Rated Fire Pumps are designed and installed to meet these minimum NFPA and CFC standards. Fire Pump permits normally require two (2) separate inspections.

COMMENTS (continued)

Underground Fire Main Permit

Provisions within California Fire Code and NFPA require hydrant systems to be designed and installed with the capabilities to deliver the required fire flow. A minimum of three (3) inspections are required to inspect several phases of construction on this permit.

Fireworks Booth Permit

Safe and Sane Fireworks are permitted in Madera County in areas that fall within Local Responsibility Areas (LRA). LRA's are predominantly South and East of the Madera Canal. Fireworks booths require coordination with a non-profit entity, Madera County Fire Prevention and the State Fire Marshal's Office for licensing, permitting and inspection. Normally two (2) inspections are standard with a firework booth permit.

Fireworks Display Permit

Large diameter fireworks are permitted to be moved, stored and handled only by California State Fire Marshal licensed individuals. Public Fireworks displays are done several times a year within the unincorporated area of Madera County. Firing sites range from Bass Lake to Children's Hospital. These are special occasion displays usually in conjunction with 4th of July, or New Year's Eve celebrations. Each public display requires eight (8)+ hours of set up and inspection by CED-Fire staff. Emergency stand-by of Law Enforcement and/or fire station personnel is also required.

The second half of the building/fire safety/construction process is the inspection of the work. Inspections are made during certain points in the project, depending on the work that is being performed. For example, retaining walls require inspections of the footing, after block is laid and steel placed but before grouting, after backfilling has been placed, and when all work is finished.

ESTIMATED REVENUES

- 620300** **Construction Permits** (\$3,276,583) is recommended increased \$89,623 for residential and commercial building permits. Increase due to new development in Madera County.
- 620700** **Other Licenses & Permits** (\$248,220) is recommended decreased \$86,780 for fire prevention projects and sprinkler permits.
- 632000** **Other Court Fines** (\$20,000) is recommended increased \$1,800 for fees collected for life safety violations and citations.
- 660800** **Planning & Engineer Service** (\$900,000) is recommended decreased \$283,500 for fees collected from commercial and residential plan. Increased due to new development in Madera County

CED - BUILDING AND FIRE SAFETY

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$1,823,686) is recommended increased \$24,523 based on the cost of recommended salaries with the proposed staffing levels.
- 710103** Extra Help (\$158,771) is recommended increased \$34,629 to fund two Building Inspectors and one Plan Checker to assist with project processing and approvals, inspections, and building violations.
- 710105** Overtime (\$40,000) is recommended unchanged to allow personnel to meet periodic demand of the development community.
- 710200** Retirement (\$805,075) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** Health Insurance (\$471,622) is based on the employer's share of health insurance premiums.
- 710400** Workers' Compensation (\$45,000) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.
- 710700** Uniforms (\$3,000) is recommended increased \$800 to provide new uniforms to new inspection staff and compensate for staff's laundering/maintenance of required uniforms.

SERVICES & SUPPLIES

- 720200** Clothing & Personal Supplies (\$3,000) is recommended decreased \$2,000 to fund uniform shirts, rain gear, gloves, boot purchase reimbursement of 50% and hard hats for protection worn by field staff at inspection sites.
- 720300** Communications (\$18,000) is recommended decreased \$2,000. This line item purchases cellular phones for improving effectiveness and efficiency of the division and customer service. Additionally, data plans for tablet PCs are utilized to allow access to building codes by Building Inspectors to work more effectively in the field and allow electronic communication with the public from any Wi-Fi supported zone.
- 720600** Insurance (\$66,615) reflects the Division's contribution to the County's Self-Insured Liability Program.

CED - BUILDING AND FIRE SAFETY

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance - Equipment** (\$500) is recommended decreased \$500 for maintenance of equipment, printers, and computers.
- 721000** **Medical, Dental & Laboratory Supplies** (\$0) is recommended decreased \$250 for purchase of first-aid supplies for each of the Building and Fire Inspector's vehicles.
- 721100** **Memberships** (\$2,800) is recommended decreased \$200 for membership dues for the International Code Council, the California Building Officials, the California Building Officials Association of California, the Yosemite Chapter of the International Code Council, and for additional estimated membership requirements needed for Division's personnel to attend code training, which is State-mandated.
- 721300** **Office Expense** (\$23,000) is recommended decreased \$12,000 for the purchase of new code books and training manuals, printed forms, office supplies, computer supplies, printer paper, and office equipment.
- 721400** **Professional & Specialized Services** (\$900,000) is recommended decreased \$526,000 for use of outside contractors for specialized plan checking and inspectors when the workload exceeds staffing, (Wildan and BPR Consulting Group), as well as the technical support services from Computronix for the maintenance of the POSSE database.
- 721500** **Publications and Legal Notices** (\$500) is recommended unchanged for public notices of Fee Increases and Relocation Hearings which are required per state law.
- 721601** **Rents & Leases – Co Vehicles** (\$200,000) is recommended increased \$115,000 to lease vehicles from the Central Garage. The division has eight vehicles at an average of 16,339.87 miles per year x \$1.53 per mile.
- 721800** **Small Tools & Instruments** (\$3,000) is recommended decreased \$500 to provide for the Division's need for equipment such as ladders, toolboxes, flashlights, and tools needed to carry out inspections.
- 721900** **Special Departmental Expense** (\$5,000) is recommended decreased \$5,000 to purchase batteries for GPS units, cameras, other minor special needs expenses, and the estimated cost for the Building Official's certification renewals.

SERVICES & SUPPLIES (continued)

722000 **Transportation & Travel** (\$29,816) is recommended decreased \$5,184 for CASp training and certification (mandated training for the permit and inspection staff), and training on the new California Building Codes which went into effect January 1, 2022. Staff will utilize electronic technology and local training, when possible, to minimize County costs. In addition, per Health & Safety Code Section 18949.29, 45 hours of continuing education (CE) are required every three years for Building Officials, Plans Examiners, Permit Technicians and Building Inspectors. The Department estimates \$4,900 for CE online class registrations for fourteen staff. \$7,500 registration for 5 staff first time online certification classes and online tests. We estimate that we will need seven Out of County training trips (CALBO), (SVBO), and State Fire Marshal training with registration at \$6,300, lodging \$5,600, meals \$2,898, and \$2,618 in personal mileage.

OTHER CHARGES

730330 **Leases – Principal** (\$8,500) is recommended for the business machine lease.

770100 **Interfund Expense/Revenues** (\$12,000) is recommended for office phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BUILDING
INSPECTIONS (01370)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3601	Account Clerk I or							
3602	Account Clerk II	1.0		-		(1.0)	-	A
3353	Senior Accounting Technician	-	-	1.0	-	1.0		A
3205	Administrative Analyst I or					-		
3206	Administrative Analyst II or					-		
3209	Senior Administrative Analyst or							
4126	Principal Administrative Analyst	1.0	-	1.0	-	-		B
3151	Building Inspector I or					-		
3152	Building Inspector II or					-		
4119	Building Inspector III	8.0	-	8.0	-	-	-	
4134	Building Permit Services Manager	1.0		1.0	-	-	-	
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II or							
3379	Senior Business Systems Information Analyst	1.0	-	1.0	-	-	-	
4103	Deputy Director of CED-Building and Fire Safety	1.0	-	1.0	-	-	-	
3154	Fire Prevention Officer	3.0	-	3.0	-	-	-	
4211	Plan Checker I or							
4212	Plan Checker II or							
4213	Plan Checker III	5.0	-	4.0	-	-	-	D
3636	Program Assistant I or	-				-	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BUILDING
INSPECTIONS (01370)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u>		<u>2023-24</u>		<u>Y-O-Y</u>		<u>Notes</u>
		<u>Authorized</u>	<u>Positions</u>	<u>Proposed</u>	<u>Positions</u>	<u>Changes</u>	<u>in Positions</u>	
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3637	Program Assistant II	2.0	-	2.0	-	-	-	
3418	Permit Technician	4.0	-	4.0	-	-	-	
3150	Supervising Building Inspector	-	1.0	-	1.0	-	-	
4214	Supervising Plan Checker	-	1.0	1.0	-	1.0	(1.0)	C
3513	Senior Permit Technician	1.0	-	1.0	-	-	-	
TOTAL		28.0	2.0	28.0	1.0	1.0	(1.0)	

NOTES:

- A** Reflects the request of the department to fund one (1) FTE Senior Accounting Technician and eliminate one (1) FTE Account Clerk I/II
- B** Flexibly staffing the Administrative Analyst position to I, II, Senior and Principal Administrative Analyst
- C** Reflects the request to fund 1 FTE Supervising Plan Checker
- D** Deleting one (1) FTE Plan Checker I/II/III and offsetting with funding of 1FTE Supervising Plan Checker

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementation
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES & PERMITS				
620704 Environmental Health Permits	24,769	0	0	0
TOTAL LICENSES & PERMITS	24,769	0	0	0
INTERGOVERNMENTAL REVENUE				
654501 State - Water Grant	438,456	5,151,000	14,976,000	14,976,000
TOTAL INTERGOVERNMENTAL REVENUE	438,456	5,151,000	14,976,000	14,976,000
CHARGES FOR CURRENT SERVICES				
662801 Interfund Revenue-Cost Plan	214,977	2,171,829	200,000	200,000
TOTAL CHARGES FOR CURRENT SERVICES	214,977	2,171,829	200,000	200,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous	0	404,078	0	0
TOTAL MISCELLANEOUS	0	404,078	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfers In	1,958,655	404,078	2,403,800	2,403,800
TOTAL OTHER FINANCING SERVICES	1,958,655	404,078	2,403,800	2,403,800
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,636,857</u>	<u>8,130,985</u>	<u>17,579,800</u>	<u>17,579,800</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	433,644	842,742	954,500	954,500
710103 Temporary Salaries	4,071	0	0	0
710107 Premium Pay	305	1,600	1,600	1,600
710200 Retirement	179,834	354,550	385,000	385,000
710300 Health Insurance	77,529	119,790	275,000	275,000
710400 Workers' Compensation Insurance	2,000	2,500	3,000	3,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementation
Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
TOTAL SALARIES & EMPLOYEE BENEFITS	697,382	1,321,182	1,619,100	1,619,100
SERVICES & SUPPLIES				
720300 Communications	4,146	4,000	6,000	6,000
720600 Insurance	500	1,000	1,000	1,000
721100 Memberships	8,899	14,000	14,000	14,000
721300 Office Expense	7,143	16,500	16,500	16,500
721400 Professional & Specialized Services	1,852,183	6,324,600	6,500,000	6,500,000
721500 Publication & Legal Notices	0		500	500
721900 Special Departmental Expense	275	3,000	3,000	3,000
722000 Transportation & Travel	10,178	30,000	50,000	50,000
TOTAL SERVICES & SUPPLIES	1,883,324	6,393,100	6,591,000	6,591,000
OTHER CHARGES				
730330 Rents & Leases - Equipment	8,851	11,200	11,200	11,200
730130 Lnd Flex Lnd Payments	0	0	7,300,000	7,300,000
730131 Multi-Bend Lnd Payments	0	0	2,000,000	2,000,000
740301 Eqpt/Furniture > \$5000	0	0	15,000	15,000
TOTAL OTHER CHARGES	8,851	11,200	9,326,200	9,326,200
OTHER FINANCING USES				
750100 Operating Transfers Out - General Fund	24,769	0	0	0
750121 Operating Transfers Out - Capital Projects	0	0	40,000	40,000
TOTAL OTHER FINANCING USES	24,769	0	40,000	40,000
INTRAFUND TRANSFERS				
770100 Intrafund Expenses	3,143	1,425	3,500	3,500
TOTAL INTRAFUND TRANSFERS	3,143	1,425	3,500	3,500
<u>TOTAL EXPENDITURES</u>	<u>2,617,470</u>	<u>7,726,907</u>	<u>17,579,800</u>	<u>17,579,800</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(19,387)</u>	<u>-404,078</u>	<u>0</u>	<u>0</u>

COMMENTS

On May 3, 2016, the Board of Supervisors established the Department of Water and Natural Resources. The Department of Water and Natural Resources is primarily responsible for developing and implementing County policy and activities regarding surface water, groundwater, and watershed management. The Department of Water and Natural Resources also acts as the County’s facilitator and collaborator with various committees, organizations and stakeholders regarding water and natural resources issues. The Department of Water and Natural Resources is organized, managed, directed, and overseen by the Office of Development Services.

A significant amount of the Department of Water and Natural Resources’ activities concern the Sustainable Groundwater Management Act. Madera County is comprised of three basins, designated by the CA Department of Water Resources as critically overdrafted: (1) the Chowchilla Subbasin, (2) the Madera Subbasin and (3) a portion of the Delta-Mendota Subbasin. Each of these subbasins submitted a Groundwater Sustainability Plan (GSP) by January 31, 2020, and these basins are required to achieve “sustainability” by the year 2040.

This budget funds administration and planning for County managed Groundwater Sustainability Agencies.

EXPECTED REVENUES

- 620704** **Environmental Health Permits** (\$0) is recommended to decrease as the well permit fees are part of the revenue for the Drought budget (Org Key 05951)

- 654501** **State – Water Grant** (\$14,976,000) is recommended to increase as we have been awarded additional grant revenue.
 - LandFlex - Funding will be used for land repurposing around domestic wells. It will provide incentive payments to landowners. Awarded Amount- \$9.3 million.
 - Multi-Benefit Land Repurposing Program - Funding will be used for land repurposing for multiple benefits. Awarded Amount- \$10 million.

- 662801** **Interfund Revenue** (\$200,000) is recommended as revenue is expected from providing flood control support.

- 673000** **Miscellaneous Revenue** (\$0) is recommended to decrease as no miscellaneous revenue is expected.

- 680200** **Operating Transfers In** (\$2,403,800) is recommended to transfer funds from the GSA Adm. Fee budget.

SALARIES & EMPLOYEE BENEFITS

- 710102 **Permanent Salaries** (\$954,500) is recommended to increase for the cost of Water and Natural Resources Staff.
- 710103 **Temporary Salaries** (\$0) is recommended to decrease as there is no extra-help staff in the department.
- 710107 **Premium Pay** (\$1,600) is recommended to pay for the cost of bilingual staff.
- 710200 **Retirement** (\$385,000) is recommended increased for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Health Insurance** (\$275,000) is recommended increased for the employer's share of health insurance premiums.
- 710400 **Workers' Compensation** (\$3,000) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300 **Communications** (\$6,000) is recommended based on the projected cost of communications services for the Department.
- 721100 **Memberships** (\$14,000) is recommended to cover the membership costs for the department staff.
- 721300 **Office Expense** (\$16,500) is recommended for general office supplies.
- 721400 **Professional & Specialized Expense** (\$6,500,000) is recommended to pay for specialized engineering and geotechnical services related to the GSA, will be partially covered by state grants.
- 721900 **Special Departmental Expense** (\$3,000) is recommended unchanged for unanticipated expenses.
- 722000 **Transportation & Travel** (\$50,000) is recommended for the training cost of staff.
- 730330 **Rents/Leases Principal-GASB** (\$11,200) is recommended to pay the cost of the printer services for the Department.
- 730130 **Land Flex- Landowner Payments** (\$7,300,000) is recommended the payments to eligible landowners participating in the LandFlex program.

SERVICES & SUPPLIES (continued)

- 730131 **Multi-Benefit Land Repurposing Land Payment** (\$2,000,000) is recommended for payments to eligible landowners participating in the Multi-Benefit Land Repurposing Program.
- 740301 **Eqpt/Furniture > \$5000** (\$15,000) is recommended for the purchase of office furniture for new staff in the department.
- 750121 **Operating Transfers Out- Capital projects** (\$40,000) is recommended for the renovation of office space.
- 770100 **Intrafund Expenses** (\$3,500) is recommended increased to cover VoIP phones in the office.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementation
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
2147	Director of Water & Natural Resources	1.0	-	1.0	-	-	-	
4116	Dep. Dir. of Water & Natural Resources	1.0	-	1.0	-	-	-	
4217	Water Resources Specialist I or							
4218	Water Resources Specialist II or							
4219	Water Resources Specialist III	6.0	-	5.0	-	(1.0)	-	A
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	-	-	2.0	-	2.0	-	
4126	Principal Administrative Analyst	1.0	-	1.0	-	-	-	A
3636	Program Assistant I or							
3637	Program Assistant II	1.0	-		-	(1.0)	-	
3654	Senior Program Assistant			1.0	-			A
TOTAL		10.0	-	11.0	-	-	-	

Notes:

A Flexible staffing is recommended for growth, retention and recruitment

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: COUNTY GSAs (Drought)
 (05951)
 Function: Public Protection
 Activity: Development and Implementatio
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES & PERMITS				
620704 Environmental Health Permits	3,542	45,000	48,000	48,000
TOTAL LICENSES & PERMITS	3,542	45,000	48,000	48,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	24,769	0	0	0
TOTAL OTHER FINANCING SOURCES	24,769	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>28,311</u>	<u>45,000</u>	<u>48,000</u>	<u>48,000</u>
<u>ESTIMATED EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	4,920	45,000	48,000	48,000
TOTAL SERVICES & SUPPLIES	4,920	45,000	48,000	48,000
<u>TOTAL EXPENDITURES</u>	<u>4,920</u>	<u>45,000</u>	<u>48,000</u>	<u>48,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(23,391)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

Senate Bill 552 requires counties in the state of California the development of a Drought and Water Shortage Risk Analysis and Response Plan in response to the current state of the drought.

With the passage of the Resolution No 2021-158, the Madera County Board of Supervisors authorized the Water and Natural Resources Department to develop the plan required by Senate Bill 552. With the development of this plan, the Water and Natural Resources Department will facilitate drought and water shortage preparedness for small water systems and domestic wells within the County's jurisdiction.

Additional funding is needed in the future to comply with state requirements for drought response.

EXPECTED REVENUES

620704 **Environmental Health Permits** (\$48,000) is recommended for the Department's projected portion of permit fees. and will be utilized for the development, planning and implementation of the "Drought and Water Shortage Risk Analysis and Response Plan" required by Senate Bill 552.

SERVICES & SUPPLIES

721400 **Professional & Specialized Expense** (\$48,000) is recommended to pay the costs related to the development, planning of the Madera County Drought Plan required by Senate Bill 552

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Special Fund

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
Beginning Balance	353,119	115,291	582,256	582,256
<u>ESTIMATED REVENUES:</u>				
610100 Cur Sec Prop Tax	227,510	228,480	231,122	231,122
610200 Cur Unsecured Prop Tax	3,228	1,122	2,851	2,851
610300 Prior Secured Prop Tax	-4	102	0	0
610400 Prior Unsecured Prop Tax	257	255	0	0
610600 Cur Supplemental Prop Tax	10,026	3,162	3,374	3,374
610700 Prior Supplemental Prop Tax	12	51	0	0
610904 Timber Yield Tax	7	0	1	1
640101 Interest on Cash	380	1,020	6,226	6,226
650500 ST - Other In-Lieu	146	0	0	0
652900 ST - H/O Prop Tax	2,060	2,244	1,083	1,083
654535 ST - Grant	985,815	733,532	306,600	306,600
659010 RDA Pass Thru	47,120	42,000	50,650	50,650
680200 Operating Transfers In	230	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	1,276,786	1,011,968	601,907	601,907
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	68,076	71,923	110,000	110,000
710200 Retirement	27,685	33,000	47,000	47,000
710300 Health Insurance	0	11,979	27,000	27,000
710400 Workers' Compensation Insurance	1,847	2,309	2,424	2,424
TOTAL SALARIES & BENEFITS	97,608	119,211	186,424	186,424

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Special Fund

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES				
720100 Agriculture	0	1,500	1,500	1,500
720300 Communication	0	750	750	750
720600 Insurance	135	135	135	135
721100 Memberships	0	1,500	500	500
721300 Office Expense	0	2,000	1,000	1,000
721400 Professional & Specialized Services	826,160	425,000	345,028	345,028
721427 Property Tax Admin	5,589	4,500	4,500	4,500
721601 Rent/Lease Co Vehicle	889	0	1,500	1,500
721900 Special Departmental Expense	62,325	10,000	5,000	5,000
722000 Transportation & Travel	5,953	14,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	901,051	459,385	364,913	364,913
OTHER EXPENSES				
730503 Interest on Special District Loans	10,232	0	0	0
731400 Interfund Expense	214,977	285	570	570
740301 Capital Assets > \$5,000	58,454	0	0	0
750000 Operating Transfers Out	0	0	50,000	50,000
TOTAL OTHER EXPENSES	283,663	285	50,570	50,570
<u>TOTAL EXPENDITURES</u>	<u>1,282,322</u>	<u>578,881</u>	<u>601,907</u>	<u>601,907</u>
<u>USE OF FUND BALANCE (EXP-REV)</u>	<u>5,535</u>	<u>(433,087)</u>	<u>0</u>	<u>0</u>

This is not a General Fund Budget

FLOOD CONTROL

COMMENTS

The Flood Control budget (created in 1984-85 to reflect the County's participation in flood control work for the Flood Control and Water Conservation Agency) provides funding for flood control work completed either by staff or by consultant.

Note: This budget reflects the consolidation of budget organization #01350 – Flood Control (General Fund) into budget organization #15010 – Flood Control Fund, effective with the 2012-13 Fiscal Year.

ESTIMATED REVENUES

610000 **Property Tax** (\$237,348) is recommended from revenue received from Cur Sec Prop Tax (\$231,122), Cur Unsecured Prop Tax (\$2,851), Prior Secured Prop Tax (\$0), Prior Unsecured Prop Tax (\$0), Cur Supplemental Prop Tax (\$3,374), Prior Supplemental Prop Tax (\$0), Timber Yield Tax (\$1).

640101 **Interest on Cash** (\$6,226) is recommended for Interest on cash in Flood Control.

652900 **ST- H/O Prop Tax** (\$1,083) is recommended for revenue received from property tax.

654535 **ST- Grant** (\$306,600) is recommended for revenue received from State grants.

SPECIAL NOTE: Expected Grant Revenue for ongoing grants:

- Flood Maintenance Assistance Program 2023 (\$252,600)
- Emergency Action Plan (\$54,000)

659010 **RDA Pass Thru** (\$50,650) is recommended for revenue received from tax increment revenue within the flood district.

673000 **Miscellaneous Revenue** (\$0) is recommended to decrease as no miscellaneous revenue is expected for this fiscal year.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$110,000) is recommended for increasing staff level at two positions.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710200 **Retirement** (\$47,000) is recommended for the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300 **Health Insurance** (\$27,000) is recommended for the employer’s share of health insurance premiums.
- 710400 **Workers’ Compensation** (\$2,424) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720100 **Agriculture** (\$1,500) is recommended unchanged for vegetation and pest control purposes.
- 720300 **Communications** (\$750) is recommended unchanged for the cost of communication expenses for the department.
- 721100 **Memberships** (\$500) is recommended unchanged to fund memberships needed for staff.
- 721300 **Office Expense** (\$1,000) is recommended to decrease \$1,000 to provide for general office supplies for continuing department functionality.
- 721400 **Professional & Specialized Services** (\$345,028) is recommended for work to be performed as follows:

SPECIAL NOTE: The revenue in the Flood Control budget is not adequate to fund all projects in accordance with state and federal law.
 (* Represents a state grant; **Unfunded requirements)
 *Flood Maintenance Assistance Program - \$304,000 (All Grant, no match needed)
 Fresno River Channel Clean-Up - \$25,000
 **Channel Maintenance - \$100,000
 **Rodent Control - \$15,000
 **Indian Lakes SWRCB Water Rights, Monitoring & Filing - \$10,000
 **California Department of Fish & Wildlife 1602 Application & Permit and Implementation - \$33,500
 Flood Control Consultant Expertise - \$100,000
 **MS4/NPDES Permit \$50,000(and \$12,500 annual fee)
 **SWRCB Aquatic Weed NPDES Permit - \$3,000
 **NFIP Administration - \$25,000
 **Flood Repairs/Patrol Services (Emergency) - \$100,000

SERVICES & SUPPLIES (continued)

- 721427 **Property Tax Admin** (\$4,500) is recommended for payment to Auditor's and Assessor's offices for administration and collection of tax revenues.
- 721601 **Rent/LSE CO Vehicle** (\$1,500) is recommended for payment of mileage of the Department vehicles.
- 721900 **Special Departmental Expense** (\$5,000) is recommended to purchase all items necessary for making sandbags available to the public during the rainy season (\$4,500) and Personal Protective Equipment (\$500).
- 722000 **Trans/Travel/Educ** (\$5,000) is recommended decreased \$9,000 to provide funds for training and traveling of staff.
- 730503 **Interest on Special District Loans** (\$0) is recommended as there is no remaining principal or interest on Special District Loans.
- 731400 **Interfund Expenses** (\$570) is recommended to pay for VoIP phones in the office.
- 740301 **Capital Assets > \$5,000** (\$0) as no additional items over the value of \$5,000 will be required to purchase for any of grants.
- 750000 **Operating Transfers Out** (\$50,000) is recommended to transfer funds to pay for County GSAs staff time in the Flood agency.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Enterprise Fund

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
4217	Water Resources Specialist I or							
4218	Water Resources Specialist II or							
4219	Water Resources Specialist III	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I	-	-	-	-	-	-	
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst		1.0	1.0	-			A
3836	Senior Grounds/Flood Control Maint Worker	-	1.0		1.0	-	-	
TOTAL		<u>1.0</u>	<u>2.0</u>	<u>2.0</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	

NOTES:

A Funding previously unfunded Administrative Analyst position to better meet the needs of the department

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: LOCAL AGENCY FORMATION
 COMMISSION (06100)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>EXPENDITURES</u>				
SALARIES & EMPLOYEE BENEFITS				
710103 Temporary Salaries	4,794	0	0	0
710200 Retirement	367	0	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	5,161	0	0	0
OTHER CHARGES				
731305 Contributions to Other Agencies	12,944	65,093	39,480	39,480
TOTAL OTHER CHARGES	12,944	65,093	39,480	39,480
<u>TOTAL EXPENDITURES</u>	<u>18,105</u>	<u>65,093</u>	<u>39,480</u>	<u>39,480</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>18,105</u>	<u>65,093</u>	<u>39,480</u>	<u>39,480</u>

LOCAL AGENCY FORMATION COMMISSION

COMMENTS

During 2000-01, the State adopted the Cortese Knox-Hertzberg Local Government Reorganization Act of 2000, which requires LAFCO to adopt its own budget and provide for its own expenses. In addition, the new law established a funding mechanism whereby operational costs are borne jointly and equally by each appointing category (50% from the County and 50% from the two incorporated Cities within the County of Madera). The new LAFCO law also implemented several operational and procedural changes.

The Local Agency Formation Commission functions are:

- a. To plan for the orderly development of local government services, organizations, and boundaries.
- b. To prevent urban sprawl.
- c. To discourage overlapping of independent taxing jurisdictions.
- d. To reduce local government service duplications.
- e. To discourage the formation of single-purpose independent special districts.
- f. To develop and adopt sphere of influence boundaries for local governments.

The formation, dissolution, or change in boundaries of any local government (except school and maintenance districts) within the County requires the approval of the Local Agency Formation Commission. The Commission is composed of five members (two County Supervisors, two City Council Members, and one citizen-at-large), and two alternate members (one County Supervisor and one City Council Member). Administration of this function was officially transferred to the County Planning Department from the County Administrative Office in February 2001, as authorized by the Board of Supervisors.

The County also receives reimbursements from LAFCO for services provided including audit/accounting, planning, legal and engineering services. The projected revenues are included in each department providing these services which total approximately \$9,000.

EXPENDITURES

731305 **Contributions to Other Agencies** (\$39,480) is recommended as the County's contribution for Fiscal Year 2023-24 based on the final budget adopted by LAFCO on March 22, 2023.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620100 Animal Licenses	25,224	60,000	60,000	60,000
TOTAL LICENSES, PERMITS & FRANCHISES	25,224	60,000	60,000	60,000
CHARGES FOR CURRENT SERVICES				
661400 Humane Services	209,464	240,000	240,000	240,000
TOTAL CHARGES FOR CURRENT SERVICES	209,464	240,000	240,000	240,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous	45,017	0	0	0
TOTAL MISCELLANEOUS REVENUE	45,017	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfer In	19,146	0	0	0
TOTAL OTHER FINANCING SOURCES	19,146	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>298,851</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	509,928	692,450	955,249	955,249
710103 Extra Help	110,203	0	0	0
710105 Overtime	16,269	20,000	20,000	20,000
710106 Standby Pay	19,087	17,000	26,078	26,078
710107 Premium Pay	420	0	0	0
710110 Uniform Allowance	2,625	3,000	4,500	4,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
710200 Retirement	215,748	287,524	394,541	394,541
710300 Health Insurance	117,173	164,777	265,467	265,467
710400 Workers' Compensation Insurance <i>Salary Savings 25%</i>	149,715	193,132	81,060 <i>(344,196)</i>	81,060 <i>(344,196)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	1,141,168	1,377,883	1,402,698	1,402,698
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	355	500	2,000	2,000
720300 Communications	5,217	7,000	7,000	7,000
720500 Household Expense	9,391	25,000	25,000	25,000
720600 Insurance	65,549	88,521	63,705	63,705
720800 Maintenance - Equipment	3,879	10,000	10,000	10,000
721100 Memberships	0	270	660	660
721300 Office Expense	7,404	12,000	12,000	12,000
721400 Professional & Specialized Services	45,838	250,000	250,000	250,000
721500 Publications & Legal Notices	59	500	500	500
721601 Rents & Leases - Co Vehicles	46,147	55,000	55,000	55,000
721900 Special Departmental Expense	106,965	70,000	70,000	70,000
722000 Transportation & Travel	750	4,000	4,000	4,000
TOTAL SERVICES & SUPPLIES	291,553	522,791	499,865	499,865
<u>TOTAL EXPENDITURES</u>	<u>1,432,721</u>	<u>1,900,674</u>	<u>1,902,563</u>	<u>1,902,563</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,133,871</u>	<u>1,600,674</u>	<u>1,602,563</u>	<u>1,602,563</u>

ANIMAL SERVICES

COMMENTS

This budget funds the cost of maintaining and operating the County Animal Shelter, enforcing State and County animal control laws, promoting the vaccination and licensing of pets, investigating animal cruelty, responding to animal nuisance issues, and animal bites. Other responsibilities include removal of deceased animals, impounding strays, responding to dangerous animals, and improving the health and safety of the residents of Madera County and its animals.

In 2021, the Animal Services Department (Department) received 2,319 homeless or stray animals. The live release rate improved from 83.41 percent in Fiscal Year 2019-20 to 89.75 percent in Fiscal Year 2020-21, which is an improvement of 6.34 percent. This increase in the live release rate, during the COVID outbreak, is due to the extraordinary assistance we received from our Bay Area Rescue Partners.

However, in June of 2021 we began to see a substantial decrease in the live release rate. From July 1, 2021, through December 31, 2021, the live release rate dropped to 80.97 percent. Starting in June of 2021, as CA began to reopen and people went back to work, adoptions with our rescue partners plummeted, causing a major decrease in the number of animals they were able to rescue. Intake of animals into our shelter also increased as more people lost jobs and, in some cases, their homes due to the pandemic.

Currently, nearly half of all intakes seen at the shelter are from within City of Madera limits:

WORKLOAD

	<u>City</u>	<u>County</u>	<u>Total</u>
<u>Fiscal Year 2021-22</u>			
Dogs	829 (46%)	970 (54%)	1,799
Cats	345 (58%)	247 (42%)	592
Total	1,174 (49%)	1,217 (51%)	2,391
	<u>City</u>	<u>County</u>	<u>Total</u>
<u>July 2022 – April 23</u>			
Dogs	360 (42%)	498 (58%)	858
Cats	84 (50%)	85 (50%)	169
Total	444 (43%)	583 (57%)	1,027

Capacity for care of these animals has diminished as our staff was taxed with the daily cleaning and feeding of an overabundance of animals which left very little time for enrichment, which is critical for the well-being of the animals in our care. The situation at the shelter has been, and continues to be, in a state of emergency which can only be remedied by an increase in funding and positions. This department has made

ANIMAL SERVICES

COMMENTS (continued)

incredible progress in complying with the recommendations made in the Shelter Assessment in 2019 by Team Shelter USA. The department cannot sustain the work and future improvements that need to be done to truly make the shelter a place that we all can be proud of.

In FY 2010-11, the Department had seventeen (17) Full Time Equivalent (FTE) funded positions. The following fiscal year, the Department was reduced to nearly half the number of FTE's with ten (10) FTE's funded. Currently, the Department has thirteen (13) FTE funded positions, four (4) FTE's less than in FY2010-11. Temporary staffing has been utilized by the Department to ensure all critical functions related to the care of animals in the shelter are completed. On average, the department has utilized four (4) temporary staff to supplement the 13 FTE positions. In FY 2022-23, the number of funded positions is recommended increased to twenty (20) FTEs. Four (4) FTEs are recommended to allow the department to move away from ongoing use of temporary staffing. Three (3) FTE new positions are also recommended to maintain a healthy environment for both employees and animals in our care. This recommended increase in positions would help to improve adoptions, rescues, enrichment of animals and to give our current employees a chance to advance into positions requiring a higher skill set, that are needed to accomplish these goals. To mitigate the impact of this increase, the proposed seven (7) FTEs is requested to be funded as of January 1, 2023, to allow the completion of the peace officer classification and compensation study. The department will also conduct a Board workshop on the status of services in animal shelter and seek direction prior to recruitment of any of the proposed new positions.

ESTIMATED REVENUES

620100 Animal Licenses (\$60,000) is recommended unchanged based on projections in the current fiscal year.

661400 Humane Services (\$240,000) is recommended unchanged based on projections in the current fiscal year and includes projected revenues from the City of Madera of \$150,000.

Fees:

- Unaltered Animal Impound Fee (\$50.00 one-time fee + \$10.00 per day for boarding; reduced fees determined by the director)
- Altered Animal Impound Fee (\$25.00 one-time fee + \$10.00 per day for boarding; reduced fees determined by the director)
- California Food and Agriculture Fee: (\$35.00 one-time fee for unaltered dog or cat at large)
- Rabies Vaccine Deposit Fee (\$10.00 one-time fee)
- Livestock Impound Fee (\$40.00 one-time fee + \$10.00 per day for boarding & \$1/mile for transport)
- Animal Adoption Fees (\$125.00 for dogs; \$75 for cats, other animals as determined by the director)
- Leash Law Violations Unaltered (\$50.00 - 1st violation; \$100.00 - 2nd violation; \$200.00 - 3rd violation)
- Leash Law Violations Altered (\$25.00 - 1st violation; \$50.00 - 2nd violation; \$100.00 - 3rd violation)
- License Fees (Unaltered Fee \$50.00 per year, Altered Fee \$10.00 per year, Altered + Senior (65yrs+) Fee \$5.00 per year)

ANIMAL SERVICES

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$955,249) are recommended increased \$262,799 due to the recommended transition from extra help staff to all permanent staffing.
- 710105** **Overtime** (\$20,000) is recommended due to staff shortages and covers emergency call outs for the safety of the community.
- 710106** **Standby Pay** (\$26,078) is recommended based on actual and projected expenditures with the reimbursement rate for standby at \$3.00/hr.
- 710110** **Uniform Allowance** (\$4,500) is recommended to reflect the actual and projected expenses more accurately for a monthly allotment per officer.
- 710200** **Retirement** (\$394,541) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$265,467) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$81,060) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$2,000) are recommended to provide for personal protective clothing and equipment, such as gloves, rubber boots, rain gear, and departmental identification badges and patches.
- 720300** **Communications** (\$7,000) are recommended unchanged for telecommunication expenses of this Department.
- 720500** **Household Expense** (\$25,000) is recommended unchanged, for purchasing of cleaning supplies, laundry soap, latex gloves, sanitation supplies and equipment.
- 720600** **Insurance** (\$63,705) reflects the Department's contribution to the County's Self-Insured Liability Program.

ANIMAL SERVICES

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance - Equipment** (\$10,000) is recommended unchanged for office equipment, and animal handling equipment.
- 721100** **Memberships** (\$660) are recommended unchanged for memberships in the California Animal Control Directors' Association (\$330) and State Humane Association of California (\$330).
- 721300** **Office Expense** (\$12,000) is recommended unchanged for office supplies and printing of citation books, license books and other forms necessary for the department operation.
- 721400** **Professional & Specialized Services** (\$250,000) are recommended unchanged to fund a County-wide spay and neuter program (\$200,000); It is estimated that approximately \$75,000 of the funds will be issued to City of Madera residents and \$125,000 of the funds will be issued to County residents. This program will be rolled out County-wide as the number of City of Madera strays and intakes affect the workload of County employees and eventually County cost. In addition, veterinarians treating injured animals as required by state law are reimbursed from this account (\$50,000). This account is also used for specialized lab services and specialized animal disposal and handling services.
- 721500** **Publications & Legal Notices** (\$500) are recommended unchanged to publicize rabies clinics and large animal sales, as well as media coverage for other programs.
- 721601** **Rents & Leases – Co Vehicles** (\$55,000) is recommended unchanged for the use of vehicles from Fleet Services.
- 721900** **Special Departmental Expense** (\$70,000) is recommended to provide for the cost of animal food, euthanasia drugs, and miscellaneous supplies. Intake of animals has increased by eighty animals. Animal food prices and controlled substances have increased. The cost of feed for dogs and cats averages \$30,000 per year.
- 722000** **Transportation & Travel** (\$4,000) is recommended unchanged based on actual and projected expenses for staff to attend various seminars on new laws and procedures and to attend training programs. There is a constant need to certify additional staff for euthanasia, arrest, and citation capabilities.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or	1.0	-			(1.0)	-	
3354	Accounting Technician II or					-	-	
3353	Senior Accounting Technician			1.0	-	1.0	-	A
3421	Animal Services Assistant or					-	-	
3415	Kennel Attendant	12.0	-	4.0	-	(8.0)	-	B
3437	Animal Services Care Specialist	-	-	4.0	-	4.0	-	B
3438	Animal Services Coordinator	-	-	4.0	-	4.0	-	B
2130	Animal Services Director	1.0	-	1.0	-	-	-	
3410	Animal Services Officer	5.0	-	4.0	-	(1.0)	-	C
3409	Senior Animal Services Officer	-	-	1.0	-	1.0	-	C
3408	Animal Services Supervisor	1.0	-	1.0	-	-	-	
TOTAL		20.0	-	20.0	-	-	-	

NOTES:

- A** Accounting Technician classification is being flexibly staffed up to Senior Accounting Technician to help with employee retention
- B** Eight (8) FTE Animal Services Assistant or Kennel Attendant classification converted to four (4) FTE Animal Services Care Specialist and four (4) FTE Animal Services Coordinator, to better meet the needs of the department
- C** One (1) FTE Animal Services Officer was reallocated to fund one (1) FTE Senior Animal Services Officer to better meet the needs of the department

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FISH AND GAME FINES
 (11200)
 Function: Public Protection
 Activity: Other Protection
 Fund: Fish and Game

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
BEGINNING FUND BALANCE	14,900	14,590	14,800	14,800
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630206 FISH & GAME FINES	1,288	2,200	2,200	2,200
630222 ST PENALTY PC1464 CO SHARE	794	1,300	1,300	1,300
TOTAL FINES, FORFEITURES & PENALTIES	2,083	3,500	3,500	3,500
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	50	100	100	100
TOTALREVENUE FROM USE OF MONEY/PROP	50	100	100	100
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,133</u>	<u>3,600</u>	<u>3,600</u>	<u>3,600</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	1,500	5,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	1,500	5,000	5,000	5,000
<u>TOTAL EXPENDITURES</u>	<u>1,500</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>(633)</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>

FISH AND GAME FINES

COMMENTS

This special revenue fund is financed by Court fines from violations of State Fish and Game laws. Expenditures for the preservation and propagation of wildlife and for natural history education may be paid from this budget according to State law.

In fiscal year 2019-20, these funds were used to support a Family Pheasant Hunt and the Annual Wheelchair-dependent Persons Pheasant Hunt upon recommendation of the Fish and Game Fine Committee with Board approval on October 24th, 2017.

ESTIMATED REVENUE

Revenue for this budget for 2023-24 is projected at \$3,600 based on prior year receipts. At the end of the 2021-22 fiscal year, the cash balance for the Fish and Game Fines Fund was \$14,900. As of April 30, 2023, the Fund had a balance of \$14,698.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$5,000) is recommended unchanged for the 2023-24 fiscal year.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: TRIAL COURT
 OPERATIONS (02300)
 Function: Public Protection
 Activity: Judicial
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
FINES, FORFEITURES & PENALTIES				
630100 Vehicle Code Fines	77,222	61,602	71,000	71,000
630200 Other Court Fines	725,032	1,069,529	1,069,531	1,069,531
TOTAL FINES, FORFEITURES & PENALTIES	802,254	1,131,131	1,140,531	1,140,531
CHARGES FOR CURRENT SERVICES				
661200 Court Fees and Costs	113,737	180,000	180,000	180,000
TOTAL CHARGES FOR CURRENT SERVICES	113,737	180,000	180,000	180,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>915,991</u>	<u>1,311,131</u>	<u>1,320,531</u>	<u>1,320,531</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720900 Maintenance-Buildings & Improvements	-15,231	6,100	15,500	15,500
722100 Utilities	-15,765	15,757	15,757	15,757
TOTAL SERVICES & SUPPLIES	-30,996	21,857	31,257	31,257
OTHER CHARGES				
731305 Contributions to Other Agencies				
731308 County Contribution to State Trial Court Trust	1,025,684	1,025,684	1,025,684	1,025,684
731315 Trial Court Funding - County Facilities Payment	263,589	263,590	263,590	263,590
TOTAL OTHER CHARGES	1,289,273	1,289,274	1,289,274	1,289,274
<u>TOTAL EXPENDITURES</u>	<u>1,258,277</u>	<u>1,311,131</u>	<u>1,320,531</u>	<u>1,320,531</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>342,286</u>	<u>0</u>	<u>0</u>	<u>0</u>

TRIAL COURT OPERATIONS

COMMENTS

With the passage of the Lockyer-Isenberg Trial Court Funding Act of 1997 (AB 322) on January 1, 1998, the County's responsibility to fund the courts ended. For more than 40 years, trial court budgets were developed and adopted at the County level with the County having statutory responsibility to fund the trial courts.

AB 322 eliminated the counties' role in establishing and adopting budgets for court operations and placed it under the State budget process. Budgets are self-administered by the courts and expenditures are not subject to Board approval. The Judicial Council and the Legislature respond to the court's financial needs that arise during the year. In accordance with the provisions of the Trial Court Funding Act of 1997, the County has entered into a Memorandum of Understanding with the Madera County Superior Court regarding the provision of any support services. Current support services are for bailiff services, fiscal agent including payroll services, health benefits administration, retirement and deferred compensation administration, and mail services. The County is able to charge the Court for these services at a rate not to exceed the costs of similar services to other County Departments or Special Districts.

Based on the recommendation of a State Task Force required under the provisions of the Trial Court Funding Act of 1997, effective January 1, 2001, County employees employed in the Court became Court employees.

County's Contribution to the State Trial Court Trust Fund

AB 322 includes a provision that requires the County to submit four equal installments based on an amount of fine and forfeiture revenues remitted to the State in 1994-95. There has not been any State legislation to waive the local contribution for fines and forfeiture revenue to Trial Court Funding. The recommended amounts shown in the following pages are the funds which the County will contribute for 2021-22.

Trial Court Facilities (SB 1732)

SB 1732, passed in 2002, established the governance structure and procedures for the transfer of responsibilities for trial court facilities from the County to the State. It provided the essential steps in completing the trial court funding reform effort which began in 1997 with the passage of the Lockyer-Isenberg Trial Court Funding Act (AB 322) discussed above. The transfer process was to be accomplished as expeditiously as possible by June 30, 2007 and was negotiated on a building-by-building basis between the State and each County, resulting in an agreement governing each facility.

TRIAL COURT OPERATIONS

COMMENTS (continued)

Trial Court Facilities (SB 1732) (continued)

On April 24, 2007, the Board of Supervisors approved all necessary documents for the transfer of responsibility for trial court facilities from the County of Madera to the State of California, Administrative Office of the Courts (AOC) in accordance with the provisions of SB 1732. The facilities are the former County Government Center, Bass Lake Government Center, and the Family Court Services facility, which was leased at 321 West Yosemite Avenue. The effective date of transfer was April 30, 2007, for the former County Government Center and the Bass Lake Government Center, and May 1, 2007, for the Family Court Services facility.

Under the provisions of SB 1732, the State requires a revenue source for the ongoing operations and maintenance of court facilities once transferred to the State by requiring the County to pay to the State an amount that the County has historically, on average, expended for the annual operation and maintenance for each court facility. The components were based on the actual annual direct and indirect county expenditures on court facilities from 1995-96 through 1999-2000. The development of the County Facilities Payment Plan (CFP) was completed by the County Auditor-Controller and approved by the State Department of Finance. The annual County "maintenance of effort" for operations and maintenance for the transferred court facilities will be \$263,587 and is recommended to be funded through this budget. This amount will remain constant each year.

SB 1732 also requires the County to pay a percentage of the annual maintenance and utility expenses for the shared facilities. The pro-rata share of maintenance and utility costs for the former Government Center will be 28%, and 32.5% for Bass Lake Court. However, in the fall of 2015, the Courts moved into their own building and the Joint Occupancy Agreement for the Madera Courthouse was terminated by Board of Supervisors on December 15, 2015. The annual costs for the shared maintenance and utility expenses are recommended to be funded through this budget.

The following is the recommended Trial Court Operations budget for 2023-24:

SERVICES & SUPPLIES

720900 **Maintenance - Building & Improvements** (\$15,500) is recommended unchanged based on current year expenses. This account represents the County's estimated pro-rata share of the annual maintenance expenses for the Bass Lake Government Center.

TRIAL COURT OPERATIONS

SERVICES & SUPPLIES (continued)

722100 **Utilities** (\$15,757) is recommended unchanged based on current year expenses. The account represents the County's estimated pro-rata share of the annual utility expenses for the Bass Lake Government Center.

OTHER CHARGES

731308 **County Contribution to State Trial Court Trust** (\$1,025,684) is recommended unchanged based on current and projected expenditures for the share of Excess Fines. This contribution is based on the level of revenue collected by the County comprised of fines and forfeitures remitted to the State in 1994-95. In previous years, the County was required to contribute a "Maintenance of Effort" in the amount of \$1,042,797. In 2006-07, the State reduced the County's Maintenance of Effort \$17,113, from \$1,042,797 to \$1,025,684. In addition, the County is required to remit to the State 50% of the fine and forfeiture revenue in excess of the base level Maintenance of Effort.

	Actual <u>2021-22</u>	Approved <u>2022-23</u>	Recommended <u>2023-24</u>
Fines and Forfeitures	\$1,025,684	\$1,025,684	\$1,025,684
Share of Excess Fines	\$0	\$0	\$0
 COUNTY CONTRIBUTION TO TRIAL COURT TRUST FUND	 \$1,025,684	 \$1,025,684	 \$1,025,684

731315 **Trial Court Funding - County Facilities Payment** (\$263,590) is recommended unchanged as the County's "Maintenance of Effort" based on the County Facilities Payment Plan (CFP). See Comments Section. The recommended amount is shown below by facility:

<u>Facility</u>	<u>County Facilities Payment</u>
Former County Government Center	\$190,310
Bass Lake Government Center	39,902
Family Court Services Office	<u>33,377</u>
Total	\$263,590

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: GRAND JURY
 (03400)
 Function: Public Protection
 Activity: Judicial
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
670300 Miscellaneous Revenue	132	0	0	0
TOTAL MISCELLANEOUS REVENUE	132	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>132</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	1,452	2,830	2,830	2,830
721300 Office Expense	1,176	6,000	6,000	6,000
721400 Professional & Specialized Expense	72	500	1,000	1,000
721500 Advertisements/Publications & Legal Notices	985	7,500	8,000	8,000
721900 Special Departmental Expense	34,978	19,000	20,000	20,000
722000 Transportation & Travel	7,439	30,440	31,100	31,100
TOTAL SERVICES & SUPPLIES	46,102	66,270	68,930	68,930
OTHER CHARGES				
730330 Rents & Leases - Principal	13,800	13,800	13,800	13,800
TOTAL OTHER CHARGES	13,800	13,800	13,800	13,800
<u>TOTAL EXPENDITURES</u>	<u>59,902</u>	<u>80,070</u>	<u>82,730</u>	<u>82,730</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>59,770</u>	<u>80,070</u>	<u>82,730</u>	<u>82,730</u>

GRAND JURY

COMMENTS

The Grand Jury is a Committee of 19 citizens appointed each year by the Superior Court and charged with inquiring into public offenses committed or triable within the County and presenting such offenses to the Court by indictment. The Grand Jury also inquires into the management of all County offices, possible misconduct of public officials, and financial affairs of cities. The term of the Grand Jury is on a fiscal year basis. Members are paid the following stipend for each meeting attended:

	Current <u>Rate</u>
Regular Meetings	\$20
Committee Meetings	\$10

For 2023-24, the Grand Jury has requested a budget in the amount of \$82,730, an increase of \$2,660 from previous fiscal year. The following is the proposed budget submitted by the Grand Jury for 2023-24:

Basic Expenses

Office Supplies & Office Equipment (includes printing of the annual Final Report)	6,000
Professional Services (Court Reporter, Information Technology Services, Subpoenas)	1,000
Office Rent	13,800
Advertisements and Publications	8,000
Telephone and Internet	<u>2,830</u>
Total Basic Expenses	\$31,630

Meeting and Mileage Expenses

Committee Meetings/Full Grand Jury Panels	20,000
Mileage and Training Expenses	<u>31,100</u>
Total Meetings and Mileage and Expenses	\$51,100

TOTAL BUDGET REQUESTED \$82,730

It is recommended to fund the Grand Jury at \$82,730 for the 2023-24 fiscal year. If, during the 2023-24 fiscal year, mileage costs exceed appropriations due to a significant number of members continuing to travel from the mountain communities as required for meeting attendance and/or the IRS increases the current mileage reimbursement rate, County Administration will return to the Board to request a transfer of funds. Below are appropriations as requested by the Grand Jury and as recommended by County Administration:

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,830) is recommended for phone services (\$1,400), and for internet service at the Grand Jury offices located in the Veterans of Foreign Wars Hall (\$1,430).
- 721300** **Office Expense** (\$6,000) is recommended unchanged for name badges and miscellaneous office supplies.
- 721400** **Professional & Specialized** (\$1,000) is recommended unchanged for the use of a court reporter, Information Technology services, and/or for serving of subpoenas.
- 721500** **Advertisements/Publications & Legal Notices** (\$8,000) is recommended funded to cover the costs of necessary advertisements and legal notices with newspapers, and the printing and distributing of the Final Grand Jury Reports.
- 721900** **Special Departmental Expense** (\$20,000) is recommended for the Regular and Committee Meetings attended by the Grand Jury members, and registration costs for trainings. Increase includes training costs to the California Grand Jury Association (CGJA) for eight alternates.
- 722000** **Transportation & Travel** (\$31,100) is recommended funded for mileage reimbursement for Grand Jury members' attendance at committee and full panel meetings, as well as for costs associated with the annual Grand Jury Association and local training.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$13,800) is recommended to provide rent for the Grand Jury offices located in the Veterans of Foreign Wars Hall.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PUBLIC DEFENDER
 (03600)
 Function: Public Protection
 Activity: Judicial
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660600 Legal Services	453,707	690,000	690,000	690,000
TOTAL CHARGES FOR CURRENT SERVICES	453,707	690,000	690,000	690,000
MISCELLANEOUS REVENUE				
673914 Misc Reimbursement - Legal Fees	17,127	35,000	35,000	35,000
TOTAL MISCELLANEOUS REVENUE	17,127	35,000	35,000	35,000
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	0	640,620	555,810	555,810
TOTAL OTHER FINANCING SOURCES	0	640,620	555,810	555,810
<u>TOTAL ESTIMATED REVENUES</u>	<u>470,835</u>	<u>1,365,620</u>	<u>1,280,810</u>	<u>1,280,810</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Prof. & Specialized Services-Contracts	3,578,889	3,531,584	3,672,847	3,672,847
721433 Prof. & Specialized Services-Outside Attorneys	162,774	295,000	295,000	295,000
721434 Prof. & Specialized Services-Capital Cases	81,086	125,000	105,000	105,000
TOTAL SERVICES & SUPPLIES	3,822,748	3,951,584	4,072,847	4,072,847
<u>TOTAL EXPENDITURES</u>	<u>3,822,748</u>	<u>3,951,584</u>	<u>4,072,847</u>	<u>4,072,847</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>3,351,914</u>	<u>2,585,964</u>	<u>2,792,037</u>	<u>2,792,037</u>

PUBLIC DEFENDER

COMMENTS

This Office provides legal defense to indigent defendants in criminal cases. Until 1971, this service was provided solely by private attorneys appointed by the Courts. In 1972, the County established a Public Defender's Office that was operated and staffed by County employees. On September 1, 1977, the Board of Supervisors entered into a contract with a local attorney to perform all the services of this office, which eventually resulted in contracting for three levels of Public Defender services to provide for "Conflict of Interest" cases and circumstances where there are multiple defendants. On May 10, 1994, the County approved a proposal for Public Defender services by a local law firm, which provided and coordinated, through sub-contracts, all levels of indigent defense in criminal cases. Since May 2002, the Board of Supervisors has extended the contract for these services for multiple four-year periods, as well as various amendments to address additional attorneys, contract rate adjustments, and payment of ancillary services.

ESTIMATED REVENUES

- 660600** **Legal Services** (\$690,000) is recommended at the same level based on the projected revenues to be received for Court Appointed Dependency Counsel Services.
- 673914** **Miscellaneous Reimbursements** (\$35,000) is recommended at the same level based on actual revenues received in the prior year. This account reflects reimbursements from the courts once a case is closed and there is a balance left in the legal defense funds allocated for the specific case.
- 680200** **Operating Transfers In** (\$555,810) is recommended and represents the projected available realignment revenue and reimbursements from the American Rescue Plan Act.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services - Contracts** (\$3,531,584) is recommended at the same level and is based on actual expenditures.
- 721433** **Professional & Specialized Services - Outside Attorneys** (\$295,000) is recommended unchanged based on projected actual cost of outside attorneys. This amount represents the cost to retain attorneys for Public Defender cases when conflict of interest or multiple defendant cases occur with the contract attorneys.

SERVICES & SUPPLIES (continued)

721434 **Professional & Specialized Services - Capital Cases** (\$125,000) is recommended increased. This account reflects the estimated cost of special circumstance cases assigned to outside public defense attorneys. This amount represents the estimated cost to provide legal defense for “Special Circumstance Cases,” previously referred to as “Capital Cases,” which are anticipated to go to trial during the 2022-23 fiscal year. When outside attorneys are assigned by Superior Court as a Public Defender, services for these cases are provided through a flat-fee, per case basis with three classifications varying in degree and complexity; investigation and ancillary costs are in addition to the fees listed below:

Category 1 - \$35,000 for a relatively non-complex case with one defendant and one victim.

Category 2 - \$55,000 for a more difficult case with multiple victims or defendants, special circumstances, or complex factual or legal issues.

Category 3 - \$70,000 for the most complex case with multiple victims/defendants, high publicity/notoriety, or very complex factual or legal issues.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BOARD OF SUPERVISORS
(00100)**
Function: **General**
Activity: **Legislative & Administrative**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
620700 Other License & Permits	1,225	0	2,500	2,500
TOTAL CHARGES FOR CURRENT SERVICES	1,225	0	2,500	2,500
MISCELLANEOUS REVENUE				
673800 PY Cancel Warrants	52	0	0	0
673900 Miscellaneous	0	2,000	0	0
680200 Operating Transfer In	16,504	0	50,000	50,000
TOTAL MISCELLANEOUS REVENUE	16,557	2,000	50,000	50,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>17,781</u>	<u>2,000</u>	<u>52,500</u>	<u>52,500</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,140,638	1,127,422	1,161,296	1,161,296
710103 Temporary Salaries	2,250	15,000	15,000	15,000
710105 Overtime	15	0	0	0
710107 Premium Pay	475	0	0	0
710200 Retirement	457,732	463,920	477,725	477,725
710300 Health Insurance	136,118	167,706	177,781	177,781
710400 Workers' Compensation Insurance	8,391	10,824	10,396	10,396
TOTAL SALARIES & EMPLOYEE BENEFITS	1,745,618	1,784,872	1,842,198	1,842,198
SERVICES & SUPPLIES				
720300 Communications	5,440	9,000	9,000	9,000
720600 Insurance	68,347	90,130	145,786	145,786
720800 Maintenance - Equipment	6,061	6,500	6,500	6,500
721100 Memberships	22,684	36,000	36,000	36,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BOARD OF SUPERVISORS
(00100)**
Function: **General**
Activity: **Legislative & Administrative**
Fund: **General**

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
SERVICES & SUPPLIES (continued)				
721300 Office Expense	5,738	5,500	19,000	19,000
721400 Professional & Specialized Expense	50,347	41,000	47,000	47,000
721500 Publications & Legal Notices	943	52,000	52,000	52,000
721600 Rents & Leases - Equipment	12	0	0	0
721900 Special Departmental Expense	993	20,700	59,500	59,500
722000 Transportation & Travel	41,647	65,000	65,000	65,000
TOTAL SERVICES & SUPPLIES	202,212	325,830	439,786	439,786
OTHER CHARGES				
730330 Rents & Leases - Equipment	13,936	9,000	9,000	9,000
TOTAL OTHER CHARGES	13,936	9,000	9,000	9,000
INTRAFUND TRANSFER				
770100 Intrafund Transfer	8,338	8,338	8,338	8,338
TOTAL INTRAFUND TRANSFER	8,338	8,338	8,338	8,338
<u>TOTAL EXPENDITURES</u>	<u>1,970,104</u>	<u>2,128,040</u>	<u>2,299,322</u>	<u>2,299,322</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,952,322</u>	<u>2,126,040</u>	<u>2,246,822</u>	<u>2,246,822</u>

BOARD OF SUPERVISORS

COMMENTS

The Board of Supervisors is the legislative and executive governing body of County Government. One Supervisor is elected from each of the five supervisorial districts of the County. Each Board Member has an individual Chief of Staff to assist the Board Members with their workload.

The Board meets regularly on the first three Tuesdays of each month in the County Government Center in Madera and holds Special Meetings as needed. The public is invited to attend and participate. Any member of the public wishing to bring a matter to the attention of the Board may contact the Clerk of the Board so that the item may be placed on the agenda. Within limits prescribed by law, the Board enacts ordinances and rules, determines County policy, supervises the activities of County Departments, adopts an annual budget, and fixes salaries. The Clerk of the Board is appointed and serves at the pleasure of the Board, and performs all acts required by law or by ordinance, as directed by the Board. The Clerk's Office also serves as Clerk for Assessment Appeals Board, Remote Access Network Board and other miscellaneous committees, as needed. All Board meetings are video-streamed and supporting documents for each agenda item are made available online to the public.

WORKLOAD	ACTUAL 2021-2022	ESTIMATE 2022-2023	PROJECTED 2023-2024
Board Preparations**	53	58	70
Board Meetings **	53	58	70
Board Meetings Posting **	65	70	80
Agenda Review Meetings	53	56	70
Assess. Appeals Applications	40	60	100
Assess. Appeals Prep/Mtgs.	20	25	25
Biennial Notices/COI (Form 700)	700	800	600
311 Calls	200	50	0
Board Chambers (Maint, Testing, Open/Closing)	80	89	90
Ag Preserves	50	50	0
Ordinances	20	20	20
Resolutions	185	190	200
Contracts	375	375	375

**** Boards (BOS, MCAA, RAN, LAFCO, CITY SELECTION COMMITTEE, RIVERSTONE PFA, RIVERWALK PFA, GUNNER RANCH PFA, 7TH AVE INDUSTRIAL PARK PFA, TESORO VIEJO PFA, IHSS, MCFCWCA)**

BOARD OF SUPERVISORS

Projected workload in FY 2023-24 representing time spent per item.

	Projected Workload FY2023-24	Time Spent
Assessment Appeals Application	60 items	1 hours/per item
Assessment Appeals Preparation and Meetings	60 items	8 hours/per item
Biennial Notices/Conflict of Interest (700 Forms)	133 hrs/800 items	minutes/per item
Agricultural Preserves (Applications, Contracts, Cancellations)		hours/per year
Commission & Committee Mgmt	100	3 hour/week
Laserfiche/Microfilm Record Mgmt (Scanned, Indexed, Imaged, Retention, Destruction)		hours/week
Ordinances (Municode)	4 hrs/20 items	hours/per year
Technical Software Maintenance (Website/Contract Mgmt System)	10 hrs/5 items	hours/per week
Administration (Calls, Payroll, Budget, A/P, Travel Requests)		4 hours/per week
Training Sessions (Agenda Mgmt Software)		20 hours/per month

ESTIMATED REVENUES

673900 **Miscellaneous Revenue** (\$2,500) is recommended for photocopy fees, clerk fees, film permit fees.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$1,161,296) are recommended which includes step/longevity increases; confidentiality pay for existing staff that are eligible; and special assignment pay for additional duties of the Chiefs of Staff/Public Information Team. Last year, salary savings were budgeted to help balance the budget. This fiscal year, staff recommend budgeting full salary cost.

BOARD OF SUPERVISORS

SALARIES & EMPLOYEE BENEFITS (continued)

- 710103** **Extra Help** (\$15,000) is recommended to help fund extra help salaries. Extra help positions are used in the Clerk of the Board office on an as-needed basis.
- 710200** **Retirement** (\$477,725) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$177,781) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$10,396) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$9,000) is recommended to cover seven smartphones and two surface pros.
- 720600** **Insurance** (\$145,786) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$6,500) is recommended for Office, Board Chamber, (2) Conference Rooms, and On-The-Road equipment.
- 721100** **Memberships** (\$36,000) is recommended for dues of County Supervisors' Association of California (CSAC-\$20,127), Regional Council of Rural Counties (RCRC-\$12,000.00), California Clerk of The Board of Supervisors Association (CCBSA-(\$400), National Association of Counties (NACo-\$2,686), California Association of Clerks and Election Officials (CACEO) (\$250).
- 721300** **Office Expense** (\$19,000) is recommended for office supplies, business cards, document folders, office furniture, printing, office furniture, computer supplies, certificates, plaques, and mobile shredding service.
- 721400** **Professional & Specialized Services** (\$47,000) is recommended for the services of Netfile, an electronic filing and administration system for Statements of Economic Interests (FPPC Form 700); Municode for the annual online code hosting, annual administrative support fee, County Code supplements and binders, WebEx/Zoom remote communication services, TransUnion Research fees, Legislative Management Fees, Audio/Visual vendors for On-the-Road Board meetings and Translation Services (when required by law).

BOARD OF SUPERVISORS

SERVICES & SUPPLIES (continued)

- 721500** **Publications & Legal Notices** (\$52,000) is recommended for the publishing of ordinances, appeals, notices, hearings, and various Board and Election proceedings.
- 721900** **Special Departmental Expense** (\$59,500) is recommended for business meeting meals, conference room audio/video upgrades, mobile projector, and community development funding for (5) districts.
- 722000** **Transportation & Travel** (\$65,000) is a recommended for anticipated out-of-county travel for attending conferences, seminars, various meetings and/or training for Board Members, Chiefs of Staff, Clerk of the Board and Assessment Appeals Board (AAB) Members.

It is anticipated that one or more of the Board of Supervisors and Chief of Staff will attend the following: CSAC Legislative Conference, CSAC Annual Conference, NACo Annual Conference, NACo Legislative Conference, RCRC Annual Conference, San Joaquin Valley Regional Supervisors' Conference, the New Supervisors' Institute, and various workshops. The Chief Clerk of the Board and Assistant Clerk to the Board will attend the CCBSA Annual Conference held in conjunction with the CSAC Annual Conference, the Annual New Law Workshop held in Sacramento, and various training workshops as needed. Clerk of the Board staff and Chiefs of Staff also attend various staff training workshops, as needed

OTHER CHARGES

- 730330** **Rents & Leases – Other Charges** (\$9,000) is recommended for printer/copiers leases.
- 770100** **Intrafund Transfer** (\$8,338) is recommended for VoIP phone expense for 15 office phones.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BOARD OF SUPERVISORS
(00100)**
Function: **General**
Activity: **Legislative & Administrative**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3615	Assistant Clerk to the Board of Supervisors	1.0	-	1.0	-	-	-	
2121	Chief Clerk to the Board of Supervisors	1.0	-	1.0	-	-	-	
3616	Deputy Clerk to the Board of Supervisors I or							
3617	Deputy Clerk to the Board of Supervisors II	2.0	2.0	2.0	2.0	-	-	
3524	District Chief of Staff	5.0	-	5.0	-	-	-	
1051	Member, Board of Supervisors - District 1	1.0	-	1.0	-	-	-	
1052	Member, Board of Supervisors - District 2	1.0	-	1.0	-	-	-	
1053	Member, Board of Supervisors - District 3	1.0	-	1.0	-	-	-	
1054	Member, Board of Supervisors - District 4	1.0	-	1.0	-	-	-	
1055	Member, Board of Supervisors - District 5	1.0	-	1.0	-	-	-	
TOTAL		14.0	2.0	14.0	2.0	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ADMINISTRATIVE
 MANAGEMENT/PURCHASING (00210)
 Function: General
 Activity: Legislative & Administrative
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662728 Vision/Dental Admin Fee	488	1,000	1,000	1,000
TOTAL CHARGES FOR CURRENT SERVICES	488	1,000	1,000	1,000
MISCELLANEOUS REVENUE				
673903 Miscellaneous Reimbursement	941	0	150	150
TOTAL MISCELLANEOUS REVENUE	941	0	150	150
OTHER FINANCING SOURCES				
680200 Operating Transfer In	164,203	166,293	196,757	196,757
TOTAL MISCELLANEOUS REVENUE	164,203	166,293	196,757	196,757
<u>TOTAL ESTIMATED REVENUES</u>	<u>165,633</u>	<u>167,293</u>	<u>197,907</u>	<u>197,907</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	745,675	707,972	774,231	774,231
710103 Extra Help	716	0	0	0
710107 Premium Pay	510	720	1,560	1,560
710200 Retirement	301,000	314,678	355,404	355,404
710300 Health Insurance	36,834	41,416	56,437	56,437
710400 Workers' Compensation Insurance	11,052	14,257	10,320	10,320
<i>Salary Savings 5.5%</i>			<i>(62,130)</i>	<i>(62,130)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	1,095,787	1,079,043	1,135,822	1,135,822
SERVICES & SUPPLIES				
720300 Communications	27	5,000	4,725	4,725
720600 Insurance	747	780	788	788
720800 Maintenance - Equipment	0	800	800	800
721100 Memberships	825	986	990	990
721300 Office Expense	3,253	9,000	9,000	9,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ADMINISTRATIVE
 MANAGEMENT/PURCHASING (00210)
 Function: General
 Activity: Legislative & Administrative
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721400 Professional & Specialized Expense	473	2,500	2,500	2,500
721500 Publications & Legal Notices	273	500	500	500
721600 Rents & Leases - Equipment	17	0	0	0
721900 Special Departmental Expense	10,922	7,000	12,000	12,000
722000 Transportation & Travel	3,517	16,000	17,000	17,000
TOTAL SERVICES & SUPPLIES	20,053	42,566	48,303	48,303
OTHER CHARGES				
730330 Rents & Leases - Equipment	10,419	9,480	9,480	9,480
TOTAL OTHER CHARGES	10,419	9,480	9,480	9,480
<u>TOTAL EXPENDITURES</u>	<u>1,126,259</u>	<u>1,131,089</u>	<u>1,193,605</u>	<u>1,193,605</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>960,627</u>	<u>963,796</u>	<u>995,698</u>	<u>995,698</u>

ADMINISTRATIVE OFFICE / PURCHASING

COMMENTS

The County Administrative Officer (CAO) is appointed by and serves the Board of Supervisors, carrying out the legislative function of the Board – providing research, information, and recommendations, as well as all executive functions of the Board by administering and supervising all County Departments in matters that are the responsibility of the Board. The CAO also acts as an agent and representative of the Board, enforces Board policy, recommends an annual budget and long-term capital improvements, exercises continuous budgetary control, and recommends more effective and efficient operating procedures and administrative reorganization. Other responsibilities under the administrative control of the County Administrative Office include Risk Management and Purchasing.

Insurance Services is a separate budget unit and is under the administrative control of the Administrative Management Office. Fleet Services is provided administrative direction by this Office.

For Fiscal Year 2023-24, the County Administrative Office unfunded the Deputy CAO position and has budget a 5.5% salary savings to help meet the necessary Net County Cost. The budgeted salary savings equate to leaving the currently vacant but funded Principal Administrative Analyst position vacant for at least half the year.

ESTIMATED REVENUES

680200 **Operating Transfer In** (\$196,757) represents the estimated reimbursable salaries and benefits cost associated with managing all program and reporting requirements of the American Rescue Plan Act (ARPA).

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$774,231) is recommended increased \$66,259 and reflects the estimated cost of current staffing levels adjusted for step increases.

710107 **Premium Pay** (\$1,560) is recommended funded for bilingual pay.

710200 **Retirement** (\$355,404) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

710300 **Health Insurance** (\$56,437) is based on the employer’s share of health insurance premiums.

ADMINISTRATIVE OFFICE / PURCHASING

SALARIES & EMPLOYEE BENEFITS (continued)

710400 Workers' Compensation (\$10,320) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 Communications (\$4,725) is recommended unchanged based on current and projected telephone costs for this Department.

720600 Insurance (\$788) reflects the Department's contribution to the County's Self-Insured Liability Program.

720800 Maintenance - Equipment (\$800) is recommended unchanged for estimated maintenance costs for typewriters, printers, and other miscellaneous equipment.

721100 Memberships (\$990) is recommended unchanged for membership in the County Administrative Officers Association.

721300 Office Expense (\$9,000) is recommended based on current and projected expenditures of supplies.

721400 Professional & Specialized Expense (\$2,500) is recommended to fund the estimated cost of financial advisor services.

721500 Publications & Legal Notices (\$500) is recommended unchanged for the publication of bids and legal notices.

721900 Special Departmental Expense (\$12,000) is recommended unchanged and reflects the cost of miscellaneous events, award plaques, commendations, certificates, storage, and various Departmental supplies.

722000 Transportation & Travel (\$17,000) is recommended unchanged based on the anticipated out-of-County travel, private mileage reimbursement, and training costs.

OTHER CHARGES

730330 Principal (GASB 87) (\$9,480) is recommended based on the estimated lease cost of copiers.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ADMINISTRATIVE
 MANAGEMENT/PURCHASING (00210)
 Function: General
 Activity: Legislative & Administrative
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Sr. Administrative Analyst or							
4126	Principal Administrative Analyst	2.0	1.0	2.0	1.0	-	-	
2123	County Administrative Officer	1.0	-	1.0	-	-	-	
2151	Assistant County Administrative Officer	1.0	-	1.0	-	-	-	
3191	Deputy CAO - Finance	1.0	-	-	1.0	(1.0)	1.0	A
3620	Executive Assistant to the CAO or							
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
4112	Grants Services Manager	1.0	-	1.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	-	1.0	-	1.0	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Sr. Program Assistant	1.0	-	1.0	-	-	-	
3204	Senior Buyer or							
3211	Buyer II	-	1.0	-	1.0	-	-	
TOTAL		8.0	3.0	7.0	4.0	(1.0)	1.0	

NOTES:

A Reflects the request of the department to unfund 1 FTE Deputy CAO - Finance position for FY23-24

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PUBLIC WORKS PROJECTS
 REVOLVING FUND
 (00245)
 Function: General
 Activity: Other General
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
OTHER FINANCING SOURCES				
680524 Repaid Cash Flow Loan	0	3,000,000	0	0
TOTAL OTHER FINANCING SOURCES	0	3,000,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>3,000,000</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
790500 Cash Flow Loan	0	3,000,000	0	0
TOTAL SERVICES & SUPPLIES	0	3,000,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>3,000,000</u>	<u>0</u>	<u>0</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PUBLIC WORKS PROJECTS REVOLVING FUND

COMMENTS

This budget provides on-demand cash flow loans for eligible Public Works Projects that have approved third-party grant funding. Road and bridge projects often are fully funded through a combination of state, federal or local tax measure funding. However, these funding sources are provided on a reimbursement basis, which requires the county to cash flow design and preconstruction contracts at the beginning of the project. This creates an enormous challenge for the Public Works Department as it has limited cash resources, which delays project initiation. Alternative cash flow instruments, such as Grant Anticipation Notes (GAN) issued by the Treasurer, are available however are infeasible to fund the early construction and design phase. GANs are more appropriate to use for the major construction phase of the project, after all design and preconstruction work has already been done and claims for reimbursements have been initiated with the applicable granting entities. The Public Works Projects Revolving Fund aims to fill the cash flow need prior to a GAN becoming a feasible option for cash flow financing.

PROGRAM PARAMETERS

- Projects eligible for cash flow loans under this program are projects that have fully executed funding agreements
- Cash flow loans that are repayable within the same budget year, including repayments within the 90 day accrual period, and of a cumulative total not exceeding \$3 million, shall be approved by the County Administrative Officer (CAO) under the existing budgetary authority approved by the Board through passage of the annual county budget, which includes this budget org.
- Cash flow loans for projects that have a repayment window beyond the budget year accrual window will need to be approved by the Board
- Once cash flow loans are reimbursed by the 3rd party granting authority, Public Works will reimburse the general fund the cash flow loan amount, plus interest earned based on the Treasurer-Tax Collector average investment earnings for the applicable quarter
- Once cash flow loans are reimbursed, it restores the “revolving loan limit” allowing for additional loans to be issued for projects that fit the criteria. Restoration of this revolving loan limit may require the CAO to recommend budgetary adjustments to the Board at various points during the fiscal year

ESTIMATED REVENUES

680524 Repaid Cash Flow Loan (\$0) represents the estimated repaid cash flow loans from Public Works Projects

SERVICES & SUPPLIES

790500 Cash Flow Loan (\$0) is not recommended for Fiscal Year 2023-24.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ADMINISTRATION**
311 CUSTOMER SVC CTR (02150)
 Function: **General**
 Activity: **Customer Service/Call Center**
 Fund: **General**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662721 PC 1205(D) Admin - Collection Fees	270	1,000	500	500
662723 Services to Other Agencies	45,524	52,500	52,500	52,500
662800 Interfund Revenue	1,859	4,500	2,500	2,500
TOTAL CHARGES FOR CURRENT SERVICES	47,653	58,000	55,500	55,500
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	75,437	44,500	75,000	75,000
TOTAL MISCELLANEOUS REVENUE	75,437	44,500	75,000	75,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	77,607	72,606	50,000	50,000
TOTAL OTHER FINANCING SOURCES	77,607	72,606	50,000	50,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>200,697</u>	<u>175,106</u>	<u>180,500</u>	<u>180,500</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	134,134	180,122	179,787	179,787
710103 Temporary Salaries	24,337	0	0	0
710107 Premium Pay	5,075	2,340	1,560	1,560
710200 Retirement	60,036	73,147	73,147	73,147
710300 Health Insurance	43,023	46,212	53,666	53,666
710400 Workers' Compensation Insurance	1,030	1,329	1,416	1,416
TOTAL SALARIES & EMPLOYEE BENEFITS	267,635	303,150	309,576	309,576
SERVICES & SUPPLIES				
720300 Communications	11,501	11,950	14,980	14,980
721300 Office Expense	0	750	750	750
721400 Professional & Specialized Expense	16,782	22,000	23,300	23,300
721900 Special Departmental Expense	0	120	150	150
722000 Transportation & Travel	0	500	500	500
TOTAL SERVICES & SUPPLIES	28,283	35,320	39,680	39,680
<u>TOTAL EXPENDITURES</u>	<u>295,919</u>	<u>338,470</u>	<u>349,256</u>	<u>349,256</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>95,221</u>	<u>163,364</u>	<u>168,756</u>	<u>168,756</u>

311 CUSTOMER SERVICE CENTER

COMMENTS

In 2011-12, as approved by the Board of Supervisors, County Administration and the County’s Information Technology Department worked together to develop and implement the County’s 311 Call Center / Citizen Request Management (311/CRM) system (along with assistance from all County departments) to improve customer service delivery county-wide.

On April 3, 2012, the staffing plan for the 311/CRM Customer Service Center was adopted by the Board of Supervisors, essentially dissolving the Revenue Services Department and reallocating three positions to the 311/CRM Customer Service Center and two positions to Probation Administration, along with the previous responsibilities for Revenue Services split between Probation Administration for criminal justice related matters, and the balance of responsibilities incorporated into the 311/CRM Customer Service Center. The reallocation of staff was effective June 1, 2012. The 311/CRM Customer Service Center officially began serving the citizens of Madera County on August 1, 2012.

In March 2018, the 311 Customer Service Center released a new County phone app which can be used to submit service requests directly to the County. The 311 program operations, Citizen Request Management system, and the new phone app are administered by the County Administrative Office.

ESTIMATED REVENUES

- 662721** **PC 1205(D) Admin** (\$500) is recommended decreased for fees collected.
- 662723** **Services to Other Agencies** (\$52,500) is recommended for charges to other departments for assistance with Workers Compensation claims.
- 662800** **Interfund Revenue** (\$2,500) is recommended for charges to County departments outside of the general fund for services provided by the 311 Customer Service Center.
- 670000** **Intrafund Revenue** (\$75,000) is recommended for charges to County departments for services provided by the 311 Customer Service Center.
- 680200** **Operating Transfer In** (\$50,000) represents the estimated reimbursable cost for 311 Customer Service Center operations.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$179,787) are recommended for standard step increases of permanent employees.

311 CUSTOMER SERVICE CENTER

SALARIES & EMPLOYEE BENEFITS (continued)

- 710103** **Temporary Salaries** (\$0) is not recommended for fiscal year 2023-24.
- 710107** **Premium Pay** (\$1,560) is recommended funded for bilingual pay.
- 710200** **Retirement** (\$73,147) is recommended for the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300** **Health Insurance** (\$53,666) is recommended based on the expected employer’s share of health insurance premiums.
- 710400** **Workers’ Compensation** (\$1,416) is recommended for the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$14,980) is recommended to maintain after-hour access for the 311 Customer Service Center.
- 721300** **Office Expense** (\$750) is recommended unchanged for basic office expenses.
- 721400** **Professional & Specialized Services** (\$23,300) is recommended for the annual cost of the MadCoServices phone app, web portal, and supporting Customer Relationship Management service request system (\$18,900). This budget also supports collection costs in the recovery of delinquent non-criminal justice related debts and includes commission fees to outside collection agency services (\$150); the collections’ computer system maintenance contract (\$4,250).
- 721900** **Special Department Expense** (\$150) is recommended to cover miscellaneous equipment costs to maintain the 311 Customer Service Center.
- 722000** **Transportation & Travel** (\$500) is recommended unchanged for staff training.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: 311 CUSTOMER SVC CTR
 (02150)
 Function: General
 Activity: Customer Service/Call Center
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3636	Program Assistant I or							
3637	Program Assistant II	3.0	-	3.0		-	-	
3654	Senior Program Assistant	1.0	-	1.0		-	-	
TOTAL		<u>4.0</u>	<u>-</u>	<u>4.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SPECIAL PAYMENTS
 (02200)
 Function: General
 Activity: Other General
 Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	184,475	184,475	184,475
673000 Miscellaneous Revenue	229,506	0	0	0
TOTAL MISCELLANEOUS REVENUE	229,506	184,475	184,475	184,475
OTHER FINANCING SOURCES				
680200 Operating Transfer In	2,199,020	2,449,101	2,455,175	2,455,175
TOTAL OTHER FINANCING SOURCES	2,199,020	2,449,101	2,455,175	2,455,175
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,428,526</u>	<u>2,633,576</u>	<u>2,639,650</u>	<u>2,639,650</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721200 Miscellaneous Expense	198,294	150,850	155,000	155,000
721400 Professional & Specialized Services	1,204,278	951,404	991,830	991,830
721900 Special Departmental Expense	64,896	0	0	0
722000 Transportation/Travel	-288	0	0	0
TOTAL SERVICES & SUPPLIES	1,467,180	1,102,254	1,146,830	1,146,830
OTHER CHARGES				
730300 Retire Other Long-Term Debt	40,000	0	0	0
730330 Principal (GASB 87)	2,355,773	2,531,044	3,071,313	3,071,313
730500 Interest Other Long-Term Debt	1,275,524	0	0	0
730504 Interest (GASB 87)	684,108	1,964,854	1,886,061	1,886,061
730700 Judgments & Damages	51,886	0	0	0
731305 Contributions to Other Agencies	560,386	637,776	341,798	341,798
TOTAL OTHER CHARGES	4,967,677	5,133,674	5,299,172	5,299,172
<u>TOTAL EXPENDITURES</u>	<u>6,434,857</u>	<u>6,235,928</u>	<u>6,446,002</u>	<u>6,446,002</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>4,006,331</u>	<u>3,602,352</u>	<u>3,806,352</u>	<u>3,806,352</u>

SPECIAL PAYMENTS

COMMENTS

This budget funds payments and expenses which are not categorized in other budgets and are administered by the County Administrative Office. These payments include debt service and lease payments for capital facilities and projects, county contributions to other agencies, and professional services for county security, sales tax audits and the development of the county's financial statements. This budget also includes costs associated with maintenance of the solar energy field and state legislative services received by the county.

ESTIMATED REVENUES

670000 Intrafund (\$184,475) is estimated based on the projected facility use charges to the new Ag Commissioner and Madera Ranchos Library facilities.

680200 Operating Transfers In (\$2,455,175) reflects the projected reimbursements for eligible expenses from the American Rescue Plan Act (ARPA) State and Local Assistance Funds and impact fee reimbursements for projects included in the County's Capital Improvement Plan.

SERVICES & SUPPLIES

721200 Miscellaneous Expense (\$155,000) is recommended at the same level as the current year based on projected actual costs. This account provides for refunds or payments to the State Board of Equalization of sales and use taxes on out-of-State items purchased by the County, the Strong Motion Instrumentation Program costs, audit exceptions, and other miscellaneous expenses not provided for in other budgets, including the cost of Employee Assistance Programs. A portion of this account is required to provide for the periodic payment to an audit firm that is contracted to review the County's sales tax with the State Board of Equalization.

721400 Professional & Specialized Services (\$991,830) reflects an increase of \$40,426 from the current year budget. This account provides for the following:

- \$380,000 - Private Security for Government Center
- \$150,000 - Contingency for Unbudgeted Obligations
- \$176,945 - Madera County EDC Job Creation Services Program (75%, other 25% funded by DSS)
- \$40,000 - Legislative Services Provided to the County

SPECIAL PAYMENTS

SERVICES & SUPPLIES (continued)

- \$120,000 - Outside Audit Services
- \$124,885 - Maintenance and Savings Measurement & Verification costs related to the Solar Energy Savings Project with Engie Energy Services

OTHER CHARGES

730330/504 **Principal & Interest (GASB 87)** reflects the consolidation of all county-financed leases under two financial accounts; this will allow the County to comply with new requirements under the Governmental Accounting Standards Board Rule No. 87 (GASB 87). The total annual county lease debt service reflects an increase of \$461,476 over the current fiscal year primarily due to the new lease for Fire Equipment and two payments for the Hall of Justice lease rather than one. The County's annual debt service is summarized below:

Description	Account 730330 - Principal	Account 730504 - Interest	Total Both Accounts
Hall of Justice/Government Center	720,000	1,254,925	1,974,925
Solar Phase 3	515,000	171,691	686,691
Jail HVAC	470,039	76,742	546,781
Oakhurst Government Center, Ag Facility, Ranchos Library and Sheriff's Substation	230,685	97,918	328,603
Fire Equipment 2016-17 Orders	183,540	37,156	220,696
Fire Equipment 2017-18 Orders	164,678	35,397	200,075
Fire Equipment 2018-19 Orders	222,177	41,003	263,180
Fire Equipment 2020-21 Orders	175,811	37,370	213,181
Fire Equipment 2023-24 Orders	84,383	22,208	106,591
Fire Station No. 3	305,000	111,651	416,651
Total	3,071,313	1,886,061	4,957,374

OTHER CHARGES (continued)

731305 **Contributions to Other Agencies** (\$341,798) is recommended decreased by \$295,978 over the current fiscal year and is mainly due to the termination of the County’s contribution to Madera Community Hospital (MCH) for indigent services. The County’s annual contribution to other agencies is summarized below:

- **Madera Community Hospital (MCH)** (\$0) is not recommended this fiscal year. Madera County Contract (MCC) No. 4509-C-89 and its subsequent amendments were terminated on 12/30/22 as a result of the Hospital’s permanent closure of its emergency room.
- **Fresno-Madera Area Agency on Aging** (\$23,556) is recommended unchanged for the County’s annual administrative contribution. The County has a joint powers agreement with Fresno City and County to provide administrative duties for the Senior Citizens Program.
- **Madera County Senior Citizens Program** (\$65,000) is recommended increased; this amount is allocated year-to-year based on Board Policy. Effective February 1, 2014, the responsibility for this program transferred from the City of Madera to the Community Action Partnership of Madera County.
- **In-Home Supportive Services** (\$23,742) is recommended unchanged, which represents the County Maintenance of Effort for the IHSS administrative budget.
- **Visit Yosemite/Madera County** (\$150,000) remains unchanged from the prior year and will continue to provide additional funding for projects that are intended to increase visitations to and through Madera County.
- **San Joaquin Valley Water Infrastructure Authority (SJWIA)** (\$12,500) is recommended for the County’ contribution for costs associated with activities and services required for securing funding for water infrastructure improvement projects within the jurisdiction of member organizations.
- **Yosemite Area Regional Transportation System (YARTS)** (\$67,000) is recommended for the County’s annual contribution.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: HEALTH & SOCIAL SVC
 (02210)
 Function: General
 Activity: Other General
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
670000 Intrafund Revenue	4,068,960	4,068,960	4,068,960	4,068,960
<u>TOTAL ESTIMATED REVENUES</u>	<u>4,068,960</u>	<u>4,068,960</u>	<u>4,068,960</u>	<u>4,068,960</u>
<u>EXPENDITURES:</u>				
OTHER CHARGES				
730330 Rents & Leases - Principal	4,068,960	4,068,960	4,068,960	4,068,960
<u>TOTAL EXPENDITURES</u>	<u>4,068,960</u>	<u>4,068,960</u>	<u>4,068,960</u>	<u>4,068,960</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

HEALTH AND SOCIAL SERVICES

COMMENTS

The Health and Social Services Complex (HSS) was completed in January 2020 and fully occupied by May 2020. The Department of Social Services occupies three of the four 39,200-square foot buildings. The Public Health Department occupies one. The monthly lease for Department of Social Services is \$88,200 per building for a total of \$264,600 per month. Public Health's lease is \$74,480 per month. This fund was established to pay the lease payments and adequately track charges to fully offset these costs in the annual cost plan.

ESTIMATED REVENUES

670000 Intrafund Revenue (\$4,068,960) represents the total direct charge to the Department of Social Services (\$3,175,200) and Public Health Department (\$893,760) for the lease payments.

SERVICES & SUPPLIES

730330 Rents & Leases - Principal (\$4,068,960) is recommended based on the lease amount for all four buildings for the entire fiscal year.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: LEGAL/INSURANCE
 (00230)
 Function: General
 Activity: Other General
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	256,765	400,000	400,000	400,000
662800 Interfund Revenue	358,511	405,000	425,000	425,000
TOTAL CHARGES FOR CURRENT SERVICES	615,275	805,000	825,000	825,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	1,426,275	1,670,000	1,700,000	1,700,000
673000 Miscellaneous	163	500	1,000	1,000
673903 Misc Reimbursement & Refunds	179,145	225,000	230,000	230,000
673910 Misc Reimb-Ins Reimb	0	2,000	2,000	2,000
TOTAL MISCELLANEOUS REVENUE	1,605,584	1,897,500	1,933,000	1,933,000
OPERATING TRANSFERS OUT				
680200 Operating Transfers Out	4,670	0	0	0
TOTAL OTHER FINANCING SOURCES	4,670	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,225,528</u>	<u>2,702,500</u>	<u>2,758,000</u>	<u>2,758,000</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	262,698	252,000	257,000	257,000
710200 Retirement	98,770	102,321	102,578	102,578
710300 Health Insurance	17,039	19,429	15,213	15,213
710400 Workers' Compensation Insurance	1,222	1,576	2,344	2,344
TOTAL SALARIES & EMPLOYEE BENEFITS	379,729	375,326	377,135	377,135
SERVICES & SUPPLIES				
720300 Communication Services	568	0	650	650

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: LEGAL/INSURANCE
 (00230)
 Function: General
 Activity: Other General
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
SERVICES & SUPPLIES (continued)				
720600 Insurance	73	96	97	97
720601 Insurance Premiums	491,833	665,000	818,000	818,000
720602 Unemployment Insurance	140,554	240,000	190,000	190,000
720605 Employer Share Retiree Health Insurance	3,887,848	4,525,000	5,000,000	5,000,000
720606 Insurance Administrative Fees	43,974	60,000	85,000	85,000
720800 Maintenance - Equipment	0	250	0	0
721203 Other Miscellaneous	0	500	500	500
721300 Office Expense	546	500	500	500
721601 Rents & Leases - Co Vehicles	0	200	200	200
721900 Special Departmental Expense	150	0	0	0
722000 Transportation & Travel	2,257	2,000	2,000	2,000
TOTAL SERVICES & SUPPLIES	4,567,804	5,493,546	6,096,947	6,096,947
<u>TOTAL EXPENDITURES</u>	<u>4,947,533</u>	<u>5,868,872</u>	<u>6,474,082</u>	<u>6,474,082</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,722,005</u>	<u>3,166,372</u>	<u>3,716,082</u>	<u>3,716,082</u>

LEGAL/INSURANCE

COMMENTS

This division, under the administrative control of the Administrative Management Office, is responsible for administering the County's Risk Management and Insurance Programs, coordinating the County's routine and contracted legal services, and administering the County's self-insured workers' compensation and general liability programs. In addition, this division is responsible for coordinating the County's Safety Program required by CAL-OSHA, and acquiring necessary levels of insurance for property, crime, and cyber liability coverage.

ESTIMATED REVENUES

- 662700** **Charges for Current Services** (\$825,000) is recommended increased \$20,000 based on subvented departments share of retiree health costs.
- 670000** **Miscellaneous Revenue** (\$1,933,000) is recommended increased \$35,500 based on subvented departments share of retiree health costs.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$257,000) are recommended increased \$5,000 based on cost of recommended staff.
- 710200** **Retirement** (\$102,578) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$15,213) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$2,344) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720600** **Insurance** (\$97) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **Insurance Premiums** (\$818,000) is recommended increased \$153,000 for the premium costs of the following policies: Property Insurance, which includes Terrorism and Sabotage, Boiler and Machinery Insurance (\$700,000); Pollution (\$34,000); Crime Bond (\$20,000); and Cyber Liability (\$64,000).

SERVICES & SUPPLIES (continued)

- 720602 **Unemployment Insurance** (\$190,000) is recommended unchanged based on current year (2022-23) experience. This budget reimburses the State for unemployment benefits paid to eligible recipients previously employed by the County.
- 720605 **Employer-Share Retiree Health Insurance** (\$5,000,000) is recommended increased \$475,000 for the County's share of retirees' health insurance premiums as required by the Public Employees' Retirement System (PERS) Health Benefits Program. As of April 1, 2023, there were 725 retirees participating in the PERS Health Benefits Program.
- 720606 **Insurance Administrative Fees** (\$85,000) is recommended increased \$25,000 based on current actual costs.
- 720800 **Maintenance - Equipment** (\$0) is not recommended for Fiscal Year 2023-24.
- 721300 **Office Expense** (\$500) is recommended unchanged based on anticipated activity of the County Safety Program and accident investigations.
- 721601 **Rents & Leases – Co Vehicles** (\$200) is recommended unchanged for the rental of Central Garage vehicles.
- 722000 **Transportation & Travel** (\$2,000) is recommended unchanged.

ESTIMATED REVENUES

The primary sources of revenue for the Insurance Budget are the recovery of costs from sub-vented departments related to premiums for Property and Pollution coverage, and the County's contribution towards the retirees' health insurance premiums.

**RECOMMENDED 2023-24 FUNDING CONTRIBUTIONS TO THE
SELF-FUNDED WORKERS' COMPENSATION AND LIABILITY PROGRAMS**

Workers' Compensation

The annual actuarial review has concluded that the Fund will be adequately reserved based on the projected values of the current cases. It is recommended that the County implement a funding plan which maintains program assets at a 80% confidence level. Under such a plan, the County would fund the full value of each prospective year's claims costs with an allowance for any projected fund surplus or deficit. Such

LEGAL/INSURANCE

Workers' Compensation (continued)

a plan will smooth out the potential under or over funding cycle of the program's assets. Based on the actuary's estimated 2023-24 claim values, an additional \$4,400,000 is recommended to be added to the fund. To fund the estimated 2023-24 claims values, it is recommended that \$4,012,462 be contributed from the General Fund, \$384,687 from the Road Fund, and \$2,851 from Fleet Services.

Liability

The annual actuarial review has concluded that the Fund is adequately funded based on the projected values of the current cases.

Based on the actuary's estimated 2023-24 claim values, an additional \$4,650,000 is recommended to be added to the fund. To fund the estimated 2023-24 claims values, it is recommended that \$3,293,889 be contributed from the General Fund, \$802,501 from the Road Fund, \$552,821 from Special Districts, and \$789 from Fleet Services.

NOTE: The Estimated Fund Expenses for the Workers' Compensation and Liability programs for 2022-23 are shown on the following page. The following is detail regarding the estimated and actuarial recommended fund balances, including requested fund expenditures supporting Workers' Compensation and Liability:

<u>RECOMMENDED ACTUARIAL FUNDING</u>	<u>Workers' Compensation</u>	<u>Liability</u>
Estimated Fund Balance as of 6/30/23	\$8,759,640	\$1,331,280
Actuarial's Recommended Fund Balance as of 6/30/23	\$8,587,000	\$1,013,000
Estimated Fund Excess (or Deficit)	\$172,640	\$300,280
 Recommended Fund Contribution for 2023-24	 \$4,400,000	 \$4,650,000
Less: Road Department Contribution	(384,687)	(802,501)
Less: Central Garage Contribution	(2,851)	(789)
Less: Districts Contribution	(0)	(552,821)
 RECOMMENDED GENERAL FUND CONTRIBUTION	 \$4,012,462	 \$3,293,889
Combined Total Recommended General Fund Contribution	 <u>\$7,306,351</u>	

LEGAL/INSURANCE

ESTIMATED FUND EXPENSES FOR 2023-24

Judgment & Damages	\$2,700,000	\$1,200,000
Professional and Legal Services	\$0	\$900,000
Excess Insurance Authority Premiums	\$1,700,000	\$4,200,000
Annual Actuary Studies	\$2,250	\$2,250
Adjustment Services	\$570,000	\$75,000
State Self-Insurance Assessment Premium	\$110,000	\$0
Hearing Tests	\$2,000	\$0

Total Recommended Fund Expenses for 2022-23

\$5,084,250

\$6,377,250

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **LEGAL/INSURANCE
 (00230)**
 Function: **General**
 Activity: **Other General**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized Positions</u> <u>As of April 2020</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3192	Deputy CAO - Legal/Risk Services	1.0	-	1.0	-	-	-	
3208	Risk Management Analyst	1.0	-	1.0	-	-	-	
	TOTAL	<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: COUNTY COUNSEL
 (00700)
 Function: General
 Activity: Counsel
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660600 Legal Services	0	777,450	944,450	944,450
662723 Services to Other Agencies	25,484	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	25,484	777,450	944,450	944,450
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	2,588	0	3,000	3,000
TOTAL MISCELLANEOUS REVENUE	2,588	0	3,000	3,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>28,073</u>	<u>777,450</u>	<u>947,450</u>	<u>947,450</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expenses	23,684	0	0	0
721400 Professional & Specialized Services	1,677,866	1,780,000	1,950,000	1,950,000
TOTAL SERVICES & SUPPLIES	1,701,550	1,780,000	1,950,000	1,950,000
<u>TOTAL EXPENDITURES</u>	<u>1,701,550</u>	<u>1,780,000</u>	<u>1,950,000</u>	<u>1,950,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,673,478</u>	<u>1,002,550</u>	<u>1,002,550</u>	<u>1,002,550</u>

COUNTY COUNSEL

COMMENTS

The County Counsel serves as legal advisor in civil matters for County Officers, Departments, Boards, Commissions, Committees, and some Districts. The duties of the Office include providing legal counsel and advice to the Board of Supervisors and County Departments; preparing agreements, contracts, resolutions, and ordinances; filing and litigating civil cases and condemnation cases; coordinating the collection of delinquent accounts; acting as Attorney for the Public Administrator and Public Guardian; and coordinating the defense of bodily injury and property damage suits under the County's Self-Insured Liability Program.

ESTIMATED REVENUES

660600 Legal Services (\$944,450) represents future reimbursements by sub-vented Departments through the annual countywide cost allocation plan.

SERVICES & SUPPLIES

721400 Professional & Specialized Services (\$1,950,000) is recommended increased \$170,000 for the following functions:

Payments for Outside Attorneys	\$250,000
Contract County Counsel Function	\$ 1,700,000

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: COUNTY COUNSEL
 (00700)
 Function: General
 Activity: Counsel
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
	County Counsel (Contract)	1.0	-	1.0	-	-	-	
	TOTAL	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **HUMAN RESOURCES
(00810)**
Function: **General**
Activity: **Personnel**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	77,812	35,000	86,065	86,065
TOTAL CHARGES FOR CURRENT SERVICES	77,812	35,000	86,065	86,065
MISCELLANEOUS REVENUE				
673000 Intrafund Revenue	1,042,333	1,280,295	1,294,906	1,294,906
680200 Operating Transfer In	26,980	98,738	35,000	35,000
TOTAL MISCELLANEOUS REVENUE	1,069,313	1,379,033	1,329,906	1,329,906
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,147,125</u>	<u>1,414,033</u>	<u>1,415,971</u>	<u>1,415,971</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,348,725	1,506,536	1,489,072	1,489,072
710103 Extra Help	51,491	7,500	7,500	7,500
710107 Premium Pay	1,112	0	2,340	2,340
710200 Retirement	521,231	624,986	604,712	604,712
710300 Health Insurance	192,965	215,622	238,477	238,477
710400 Workers' Compensation Insurance	35,000	34,901	12,285	12,285
TOTAL SALARIES & EMPLOYEE BENEFITS	2,150,524	2,389,545	2,354,386	2,354,386
SERVICES & SUPPLIES				
720300 Communications	8,446	800	800	800
720600 Insurance	600	1,066	1,077	1,077
720800 Maintenance - Equipment	0	1,200	1,200	1,200
721100 Memberships	1,238	1,500	1,865	1,865
721300 Office Expense	48,663	22,500	23,500	23,500
721400 Professional & Specialized Services	163,548	117,500	188,212	188,212
721500 Publications & Legal Notices	351	11,000	11,000	11,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **HUMAN RESOURCES
(00810)**
Function: **General**
Activity: **Personnel**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721900 Special Departmental Expense	0	1,500	4,000	4,000
722000 Transportation & Travel	4,441	10,000	10,000	10,000
TOTAL SERVICES & SUPPLIES	227,286	167,066	241,654	241,654
OTHER CHARGES				
730330 Rents & Leases - Principal	0	600	600	600
TOTAL OTHER CHARGES	0	600	600	600
<u>TOTAL EXPENDITURES</u>	2,377,811	2,557,211	2,596,640	2,596,640
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,230,686</u>	<u>1,143,178</u>	<u>1,180,669</u>	<u>1,180,669</u>

HUMAN RESOURCES

COMMENTS

The Department's areas of responsibilities include county-wide recruitment and examination activities; administrative support to the County's Civil Service Commission (pursuant to the County Code, the Director of Human Resources serves as the Secretary to the Civil Service Commission); labor relations, including employee contract negotiation/administration; grievance administration; classification, salary and compensation administration; employee status changes and payroll certification; human resources information systems administration, maintenance of official County personnel records; administration of coordinated medical leave entitlements; administration of disability retirement issues; disability compliance program; personnel policy development and administration; staff development program; conducting new employee orientation; staff development and training administration; oversight and administration of the County's Health Insurance Benefits Program through a contract with CalPERS, Deferred Compensation Program, other Voluntary Benefit and Life Insurance Programs; administration of the contract with CalPERS for the County's defined benefit retirement plan; oversight of the development and implementation of county-wide policy issues; and participates in county community events to build the County's brand as employer of choice.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
<u>Recruitment/Testing</u>			
Requisitions Received	544	580	600
Announcements	259	280	300
Applications Evaluated	4,775	5,200	5,500
Written Exams	49	50	50
Oral Exams	87	90	90
Performance/Situational Exams	10	10	10
Bilingual Exams	2	19	24
Eligible Lists	157	160	160
Promotion by Competitive Standards (PBCS)	76	90	100
Advanced Step Analysis	217	400	500
Executive Recruitment	2	1	1
<u>Personnel Transactions</u>			
New Hires – Permanent	240	280	300
New Hires – Extra Help	133	120	120
Promotions/Transfers	256	300	300
Separations	306	260	275
Status Changes	1,881	1,700	1,500

HUMAN RESOURCES

WORKLOAD (continued)

	<u>Actual 2021-22</u>	<u>Estimated 2022-23</u>	<u>Projected 2023-24</u>
<u>Civil Service Commission</u>			
Regular and Special Meetings	23	20	20
Classification Specification Reviews	33	89	24
Position Classification/Reclassification	10	7	40
<u>Labor Relations</u>			
Meet and Confer	104	78	125
<u>Employee/Organizational Issues</u>			
Department Consultation	175	182	195
Disability Interactive Processes	58	325	360
HRIS/Payroll/Time Cards (New for HR)	0	0	350
<u>Training/Policy Development</u>			
Policies Created/Revised	6	7	10
Training Events	5	20	20
<u>Employee Benefits</u>			
Processing Health Insurance Forms (Health, Dental and Vision)	27,225	27,500	28,000
Deferred Compensation Forms	5,450	5,550	5,700
Protected Leave Monitoring (i.e. FMLA)	2,400	2,450	2,700
ACA Monitoring for Health Insurance Eligibility	55 hrs/month	45 hrs/month	30 hrs/month
<u>Reception</u>			
Phone Calls	5,775	6,700	6,700

HUMAN RESOURCES

ESTIMATED REVENUES

- 670000** **Intrafund Revenue** (\$1,294,906) is recommended decreased by \$78,062 based on the subvented departments' projected share of human resources services for the budget year. Subvented departments support the increased funding levels of Human Resources.
- 680200** **Operating Transfer In** (\$35,000) is recommended based on the projected transfers for Civil Service Commission Hearings.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,489,072) are recommended decreased \$17,464 based on recommended staffing levels and functions for human resources, which remains unchanged. This amount also incorporates the annual step increases for staff.
- 710103** **Extra Help** (\$7,500) is recommended unchanged for Civil Service Commission meeting compensation.
- 710200** **Retirement** (\$604,712) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$238,477) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$12,285) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$800) is recommended unchanged based on actual and projected telephone costs of this Department.
- 720600** **Insurance** (\$1,077) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$1,200) is recommended unchanged based on current and projected expenditures for the maintenance of computer equipment, fax machine and telephones.

HUMAN RESOURCES

SERVICES & SUPPLIES (continued)

- 721100** **Memberships** (\$1,865) is recommended increased by \$365 based on current and projected expenditures for membership in the County Personnel Administrators Association of California, the California Public Employers Labor Relations Association and the International Personnel Management Association.
- 721300** **Office Expense** (\$23,500) is recommended increased by \$1,500 based on current and projected expenditures. This account funds normal office supply needs, training and reference materials, shipping expenses and any necessary photocopying of materials used in the Civil Service process.
- 721400** **Professional & Specialized Services** (\$188,212) is recommended increased (\$70,712) to provide appropriations for the classification and compensation study to be completed in FY23-24. Anticipated expenditures include the Counsel to the Civil Service Commission. Specifically, this account includes funding for testing materials (\$20,000); legal counsel for the Civil Service Commission (\$9,000); Unemployment Administration Program (\$1,300); Civil Service Commission Hearings (\$ 35,000) and professional development and training services for the County (\$58,700).
- 721500** **Publications & Legal Notices** (\$11,000) is recommended unchanged based on expenditures for advertisement of employment opportunities within the County of Madera.
- 721900** **Special Departmental Expense** (\$4,000) is recommended increased (\$2,500) for the estimated cost of the employee service awards.
- 722000** **Transportation & Travel** (\$10,000) is recommended unchanged for anticipated expenditures for travel and training for the Department. This account also provides mileage reimbursement for the Civil Service Commissioners (estimated at \$2,000), and lunch for outside participants on oral appraisal boards to establish eligible lists (\$1,800).

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$600) is recommended for the leases of the Ricoh printer and the badge printer.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **HUMAN RESOURCES
00810**
Function: **General**
Activity: **Human Resources**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3189	Assistant Director of Human Resources	1.0	-	1.0	-	-	-	
2150	Director of Human Resources	1.0	-	1.0	-	-	-	
4222	Executive Assistant to Department Head	1.0	-	1.0	-	-	-	
3351	Human Resources Technician I or	-	-	-	-	-	-	
3352	Human Resources Technician II	3.0	1.0	3.0	1.0	-	-	
3480	Senior Human Resources Technician	2.0	-	2.0	-	-	-	
3645	Human Resources Assistant I or	-	-	-	-	-	-	
3646	Human Resources Assistant II	1.0	-	1.0	-	-	-	
3294	Human Resources Analyst I or	-	-	-	-	-	-	
3295	Human Resources Analyst II or	3.0	-	3.0	-	-	-	
3297	Senior Human Resources Analyst	2.0	1.0	2.0	1.0	-	-	
TBD	Human Resources Investigator	1.0	-	1.0	-	-	-	
4127	Human Resources Manager	3.0	1.0	3.0	1.0	-	-	
TOTAL		18.0	3.0	18.0	3.0	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: Public Information
 Team (00830)
 Function: General
 Activity: Personnel
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673000 Intrafund Revenue	675	0	0	0
TOTAL MISCELLANEOUS REVENUE	675	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>675</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	0	500	500	500
721100 Memberships	1,238	500	500	500
721300 Office Expense	0	2,500	2,500	2,500
721400 Professional & Specialized Services	0	2,000	2,000	2,000
721500 Publications & Legal Notices	0	2,000	2,000	2,000
722000 Transportation & Travel	1,116	2,500	2,500	2,500
TOTAL SERVICES & SUPPLIES	2,354	10,000	10,000	10,000
<u>TOTAL EXPENDITURES</u>	<u>2,354</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,679</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>

MADERA COUNTY PUBLIC INFORMATION TEAM

COMMENTS

The Madera County Public Information Team was developed to ‘tell the Madera County story’ and openly communicates with the public and other stakeholders and community members about County services, programs and events.

Social media and other online resources are how the majority of the population receives its news, and the goal of the Public Information Team is to improve transparency and the way in which the County interacts with the public and our constituents.

WORKLOAD

Members of the Public Information Team consist of the County Administrative Officer or Assignee, the Human Resources Director or Assignee, each of the five (5) Board Members’ Chiefs of Staff, County Counsel, the Chief Information Officer and an internal representative from each County Department.

Each Monday morning, the primary team members (the County Administrative Officer or Assignee and the District Chiefs of Staff) meet to discuss any relevant posts, press releases, media outreach plans and departmental communication plans needed for the week. The Chiefs of Staff subsequently reach out to their assigned departmental representatives as needed for full communication execution.

Collectively, the Public Information Team has authored or assisted County departments annually with twenty (20) to thirty (30) press releases, and the posting/public engagement efforts of the Public Information Team continues to increase the reach of the County’s Facebook, Instagram, and Twitter platforms.

SERVICES & SUPPLIES

720800 **Maintenance – Equipment** (\$500) is recommended for possible maintenance for the equipment utilized by the primary members of the Public Information Team, including iPads and cell phones.

721100 **Memberships** (\$500) is recommended for two (2) annual membership subscriptions to the California Public Information Officer Association.

721300 **Office Expense** (\$2,500) is recommended for office supplies and equipment needed for the Public Information Team.

MADERA COUNTY PUBLIC INFORMATION TEAM

SERVICES & SUPPLIES (continued)

- 721400** **Professional & Specialized Services** (\$2,000) is recommended for special software needs of the Public Information Team, such as Powtoon, Photoshop, Adobe Illustrator and/or Creative Cloud.

- 721500** **Publications & Legal Notices** (\$2,000) is recommended for any necessary advertisements of special events, programs and services associated with the media efforts of the Public Information Team.

- 722000** **Transportation & Travel** (\$2,500) is recommended for associated travel and training costs of the Public Information Team.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: GENERAL SERVICES (01311)
 Function: General
 Activity: Property Management
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	0	15,000	25,000	25,000
TOTAL CHARGES FOR CURRENT SERVICES	0	15,000	25,000	25,000
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	5,000	0	0	0
TOTAL MISCELLANEOUS REVENUE	5,000	0	0	0
OTHER FINANCING SOURCES				
680200 Operating Transfer In	8,270	0	0	0
TOTAL OTHER FINANCING SOURCES	8,270	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>13,270</u>	<u>15,000</u>	<u>25,000</u>	<u>25,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	373,539	359,608	379,730	379,730
710200 Retirement	112,753	146,037	152,990	152,990
710300 Health Insurance	40,606	47,916	60,855	60,855
710400 Workers' Compensation	3,074	3,965	3,023	3,023
TOTAL SALARIES & EMPLOYEE BENEFITS	529,971	557,525	596,597	596,597
SERVICES & SUPPLIES				
720300 Communications	928	1,000	1,000	1,000
721300 Office Expense	2,846	1,500	2,000	2,000
721400 Professional & Specialized Services	14,001	40,000	25,000	25,000
721500 Publications & Legal Notices	0	1,000	1,000	1,000
721601 Rents & Leases - Co Vehicles	628	500	1,000	1,000
721900 Special Departmental Expense	128	15,000	10,000	10,000
722000 Transportation & Travel	2,125	2,000	10,000	10,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: GENERAL SERVICES (01311)
 Function: General
 Activity: Property Management
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
TOTAL SERVICES & SUPPLIES	20,655	61,000	50,000	50,000
<u>TOTAL EXPENDITURES</u>	<u>550,626</u>	<u>618,525</u>	<u>646,597</u>	<u>646,597</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>537,357</u>	<u>603,525</u>	<u>621,597</u>	<u>621,597</u>

GENERAL SERVICES

COMMENTS

The County Administration - General Services Division (01311) encompasses the following functions under its umbrella: Capital Projects, Utilities, Building Operations, Building Maintenance, Grounds Maintenance, and Fleet Services. The Utilities, Building Operations, Building Maintenance, Grounds Maintenance, and Fleet Services budgets are included in their respective budget organizations, 01700, 01320, 01330, 01360, and 10800.

Services provided by the County Administration - General Services Division include utilities management, facility management (County-owned and leased), oversight of the janitorial services in County facilities, capital project management, property acquisition, and fleet services.

ESTIMATED REVENUES

673000 Intrafund Revenue (\$25,000) are anticipated to be realized from charges to subvented departments (Department of Social Services, Public Health, Behavioral Health, etc.) for various administrative services including lease management, project management, and oversight of Building Maintenance and Grounds Maintenance.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$379,730) is a recommended increase of \$20,122 based on projected step increases.

710200 Retirement (\$152,990) is a recommended increase of \$6,953 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$60,855) is a recommended increase of \$12,939 and is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$3,023) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 Communications (\$1,000) is a recommended unchanged for expenses related to charges for two (2) cellular telephone lines.

GENERAL SERVICES

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$2,000) is a recommended increase of \$500 based on the current year's projected expenditures for office expenses.
- 721400** **Professional & Specialized Services** (\$25,000) is a recommended decrease based on current and projected expenditures that impact the General Fund. Funds cover costs associated with capital project management which cannot be charged directly to certain non-funded projects. This includes costs for conceptual planning, and/or grant applications in addition to real property transactions such as appraisals and title services.
- 721500** **Publications & Legal Notices** (\$1,000) is recommended unchanged for publications and legal notices associated with real property transactions.
- 721601** **Rents & Leases – Co Vehicles** (\$1,000) is a recommended increase of \$500 due to the increase in mileage rates for the rental of vehicles from Fleet Services.
- 721900** **Special Departmental Expense** (\$10,000) is recommended decrease of \$5,000 for special facility requests.
- 722000** **Transportation & Travel** (\$10,000) is a recommended increase of \$11,000 based on funding for travel, conference attendance, and training for the Senior Administrative Analyst, Facilities Superintendent, and Division Director.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: GENERAL SERVICES (01311)
 Function: General
 Activity: Property Management
 Fund: General

JCN	CLASSIFICATION	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3209	Senior Administrative Analyst							
4126	or Principal Administrative Analyst	1.0	-	1.0	-	-	-	
4205	General Services Manager	-	1.0		1.0	-	-	
4220	Division Director of General Services	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Senior Program Assistant	1.0	-	1.0	-	-	-	
4221	Facilities Superintendent	1.0	-	1.0	-	-	-	
3601	Account Clerk I							
3602	Account Clerk II	-	-	-	1.0	-	1.0	A
TOTAL		4.0	1.0	4.0	2.0	-	1.0	

NOTES:

A One (1) FTE unfunded Account Clerk I/II is recommended to assist Building Maintenance/Grounds Maintenance with time entry/billing and accounts payable due to high volume.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: **BUILDING
 OPERATIONS (01320)**
 Function: **General**
 Activity: **Property Management**
 Fund: **General**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communication	7,378	0	7,500	7,500
721400 Professional & Specialized Services	46,809	646,129	696,041	696,041
TOTAL SERVICES & SUPPLIES	539,931	648,129	703,541	703,541
<u>TOTAL EXPENDITURES</u>	<u>539,931</u>	<u>648,129</u>	<u>703,541</u>	<u>703,541</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>539,931</u>	<u>648,129</u>	<u>703,541</u>	<u>703,541</u>

BUILDING OPERATIONS

COMMENTS

This budget funds the cost of cleaning County buildings using contracted janitorial services. The annual cost of the janitorial agreement is shown in the Professional and Specialized Services account in this budget. Costs for the upkeep of the Madera County Government Center.

SERVICES & SUPPLIES

720300 **Communication** (\$7,500) is recommended based on current projections for VOIP phones.

721400 **Professional & Specialized Services** (\$696,041) is recommended increase \$49,912 The total annual cost of the janitorial services contract for Fiscal Year 2023-2024 is \$1,110,474.36 of which 445,749.48 is billed directly to the following subvented Departments: Behavioral Health Services, Child Support, Public Health, Social Services, DA Investigations, and Public Works. Also included in this account are window washing and powerwashing services for the Government Center and Parking Garage, window washing of the main Library, and exterior cleanings of other buildings as needed.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BUILDING
MAINTENANCE (01330)**
Function: **General**
Activity: **Property Management**
Fund: **General**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
640300 Rent & Concessions	1,600	0	0	0
662800 Interfund Revenue	11,236	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	12,836	0	0	0
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	123,190	223,120	262,839	262,839
673000 Miscellaneous Revenue	14,039	0	0	0
TOTAL MISCELLANEOUS REVENUE	137,230	223,120	262,839	262,839
OTHER FINANCING SOURCES				
680200 Operating Transfer In	15,938	0	0	0
TOTAL OTHER FINANCING SOURCES	15,938	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>166,003</u>	<u>223,120</u>	<u>262,839</u>	<u>262,839</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	488,370	618,911	626,461	626,461
710103 Temporary Salaries	60,411	20,000	20,000	20,000
710105 Overtime	5,736	5,000	6,000	6,000
710106 Stand-By Pay	37,427	34,000	35,776	35,776
710200 Retirement	200,523	256,591	250,446	250,446
710300 Health Insurance	56,253	143,748	182,565	182,565
710400 Workers' Compensation Insurance	67,083	86,537	7,693	7,693
TOTAL SALARIES & EMPLOYEE BENEFITS	915,804	1,164,786	1,128,941	1,128,941
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	5,247	10,080	6,000	6,000
720300 Communications	6,368	7,900	7,900	7,900
720500 Household Expense	157	500	500	500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BUILDING
MAINTENANCE (01330)**
Function: **General**
Activity: **Property Management**
Fund: **General**

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
SERVICES & SUPPLIES (continued)				
720600 Insurance	13,264	20,479	18,850	18,850
720800 Maintenance - Equipment	38	28,329	30,000	30,000
720900 Maintenance - Structures & Grounds	171,631	210,000	180,000	180,000
720905 Maintenance - Structures & Grounds-Jail	143,475	115,977	140,000	140,000
720914 Maintenance - Pest Control	7,100	20,000	10,000	10,000
721300 Office Expense	1,812	1,000	2,081	2,081
721400 Professional & Specialized Services	255,812	250,000	260,000	260,000
721601 Rents & Leases - Co Vehicles	49,863	45,000	60,000	60,000
721800 Small Tools & Instruments	2,288	10,000	10,000	10,000
721805 Small Tools & Instruments-Jail	485	2,500	2,500	2,500
721900 Special Departmental Expense	2,004	15,000	10,000	10,000
722000 Transportation & Travel	5,242	6,500	7,583	7,583
TOTAL SERVICES & SUPPLIES	664,785	743,265	745,414	745,414
<u>TOTAL EXPENDITURES</u>	<u>1,580,589</u>	<u>1,908,052</u>	<u>1,874,355</u>	<u>1,874,355</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,414,586</u>	<u>1,684,932</u>	<u>1,611,516</u>	<u>1,611,516</u>

BUILDING MAINTENANCE

COMMENTS

Building Maintenance performs routine and skilled maintenance, remodeling, installation, and repair to a variety of facilities county-wide, including, but not limited to, plumbing, electrical, painting, and structural elements. Building Maintenance also operates and maintains all plant equipment, such as heating, cooling, ventilating, mechanical, and utility systems.

ESTIMATED REVENUES

673000 Intrafund Revenue (\$262,839) are anticipated in charges to subvented departments for building maintenance services which include (1) Building Crafts & Maintenance Worker I/II fully dedicated to the Department of Social Services as well as reimbursements for fire monitoring services from both the Department of Social Services and Public health.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$626,461) are a recommended decrease of \$7,550 based on the recommended staffing levels.

710103 Temporary Salaries (\$20,000) are a recommended unchanged from the prior fiscal year. These appropriations will be utilized to handle uncovered workload that result from unanticipated maintenance requests/projects.

710105 Overtime (\$6,000) are recommended based on current projections resulting from unanticipated critical building needs after-hours.

700106 Stand-By Pay (\$35,776) is recommended increase of \$1,776, which provides for two workers (one for general County facilities, and one for the County Jail and Juvenile Hall) to remain on call to respond to alarms and emergencies that occur on nights, weekends, and holidays.

710200 Retirement (\$250,446) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$182,565) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$7,693) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund

BUILDING MAINTENANCE

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$6,000) is a recommended decrease \$4,080 based on the current year's projections and the addition of new staff for uniform rentals, boot reimbursements, rain gear, gloves, safety equipment, and first aid supplies.
- 720300** **Communications** (\$7,900) is a recommended unchanged based on the Department's projected share of telecommunications cost and monthly cell phone costs which includes the addition of (2) cell phone for a total of 16 cell phones for staff to access and utilize the County's CRM system.
- 720500** **Household Expense** (\$500) is recommended unchanged to supply materials not covered under the janitorial contract.
- 720600** **Insurance** (\$18,850) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$30,000) is a recommended increase of \$1,671 for load testing and service of the generators at the Government Center, Jail, Sheriff's Office, and Juvenile Hall. Also included in this budget are costs for maintenance of all shop equipment, such as forklift, crane, generator, bucket truck, and saws. Generator inspections for County facilities and gasoline for maintenance equipment are also funded from this account.
- 720900** **Maintenance - Structures & Grounds** (\$180,000) is a recommended decrease of \$30,000 for necessary supplies and services to perform maintenance work on County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$140,000) is a recommended increase of \$24,023 due to unanticipated repairs at the jail. Also included in this budget are the costs related to the necessary equipment, supplies, and services to perform work on the County's Jail facility.
- 720914** **Maintenance - Pest Control** (\$10,000) is recommended for estimated Pest Control Services for County facilities in addition to new pest control services to be performed at Madera County Justice Center.
- 721300** **Office Expense** (\$2,081) is recommended increase of \$1,081 based on the current year's projection for office and computer supplies and the addition of two (2) Building maintenance staff.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721400** **Professional & Specialized Services** (\$260,000) is a recommended increase of \$10,000 based on current projections of increases in contract costs for preventative maintenance services. Services included here are preventative maintenance services for the heating and air-conditioning (HVAC) systems and controls within various County facilities; Fire System testing of County facilities; Fire System repairs of County facilities; gate maintenance at the County Jail; elevator maintenance at the Government Center and County Library.
- 721601** **Rents & Leases – Co Vehicles** (\$60,000) is a recommended increase of \$15,000 due to the increase in mileage rates for maintenance vehicles in addition to (2) additional vehicles to accommodate the addition of two (2) Building Maintenance staff. Expenses include costs for rental of vehicles from the Fleet Services, gasoline, and any necessary rental equipment to perform grounds maintenance.
- 721800** **Small Tools & Instruments** (\$10,000) is a recommended unchanged. This account funds the purchases of small hand tools for plumbing, electrical, painting, carpentry, sewer, and other related trades.
- 721805** **Small Tools & Instruments - Jail** (\$2,500) is recommended unchanged for small tool replacement for the County Jail.
- 721900** **Special Departmental Expense** (\$10,000) is a recommended decrease \$5,000 based projected costs for the annual non-community water system fee and water testing required for the Bass Lake Government Center, annual generator permits required by the San Joaquin Valley Air Pollution Control District, and the Department's share of the annual CAMS system costs.
- 722000** **Transportation & Travel** (\$7,583) is recommended increase of \$1,083 due to the addition of two (2) Building Maintenance staff.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BUILDING
MAINTENANCE (01330)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3821	Building Crafts & Maintenance Supervisor	1.0	-	1.0		-	-	
3823	Building Crafts & Maintenance Worker I or							
3822	Building Crafts & Maintenance Worker II	6.0	-	6.0	1.0	-	1.0	A/B
3730	Heating & Air Conditioning Maintenance Specialist	2.0	-	2.0	1.0	-	1.0	B
3820	Senior Building Crafts & Maintenance Worker	3.0	1.0	3.0	1.0	-	-	
TOTAL		12.0	1.0	12.0	3.0	-	2.0	

NOTES:

- A** One (1) FTE Building Crafts & Maintenance Worker I/II is fully paid by the Department of Social Services
- B** One (1) FTE Building Crafts & Maintenance Worker I/II position and One (1) FTE Heating & Air Conditioning Maintenance Specialist are recommended to accommodate growth in county facilities. Facilities that are being added are: the Madera County Justice Center, Oakhurst Government center, New Wellness center, Jail expansion etc.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **MAINTENANCE (01360)**
 Function: **General**
 Activity: **Property Management**
 Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	10,724	11,100	15,000	15,000
TOTAL CHARGES FOR CURRENT SERVICES	10,724	11,100	15,000	15,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	26,879	45,000	76,000	76,000
673903 Miscellaneous Reimbursement	0			
TOTAL MISCELLANEOUS REVENUE	26,879	45,000	76,000	76,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	14,041	0	0	0
TOTAL OTHER FINANCING SOURCES	14,041	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>51,644</u>	<u>56,100</u>	<u>91,000</u>	<u>91,000</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	283,205	357,397	359,457	359,457
710106 Stand-By Pay	0	0	25,000	25,000
710200 Retirement	103,273	145,139	143,234	143,234
710300 Health Insurance	59,203	95,832	121,710	121,710
710400 Workers' Compensation Insurance	5,866	7,567	4,394	4,394
TOTAL SALARIES & EMPLOYEE BENEFITS	451,547	605,935	653,795	653,795

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **MAINTENANCE (01360)**
 Function: **General**
 Activity: **Property Management**
 Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SERVICES & SUPPLIES				
720100 Agricultural	2,346	3,500	3,700	3,700
720200 Clothing & Personal Supplies	3,225	5,500	13,000	13,000
720300 Communications	2,679	3,955	3,000	3,000
720500 Household Expense	1,845	5,000	2,000	2,000
720600 Insurance	4,386	45,325	104,747	104,747
720800 Maintenance - Equipment	10,408	50,000	25,000	25,000
720900 Maintenance - Structures & Grounds	59,925	16,000	47,000	47,000
721300 Office Expense	82	150	3,000	3,000
721400 Professional & Specialized Services	0	14,355	15,000	15,000
721601 Rents & Leases - Equipment	21,071	20,600	26,115	26,115
721800 Small Tools & Instruments	5,758	15,000	10,000	10,000
721900 Special Departmental Expense	0	500	500	500
722000 Transportation & Travel	190	500	500	500
TOTAL SERVICES & SUPPLIES	111,915	180,385	253,562	253,562
<u>TOTAL EXPENDITURES</u>	<u>563,462</u>	<u>786,320</u>	<u>907,357</u>	<u>907,357</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>511,818</u>	<u>730,220</u>	<u>816,357</u>	<u>816,357</u>

GROUNDS MAINTENANCE

COMMENTS

Grounds Maintenance provides landscape maintenance and irrigation systems repair to parks and landscaped areas, as well as plans and installs new landscaped areas, as directed, around County facilities.

ESTIMATED REVENUES

662800 **Interfund Revenue** (\$15,000) is anticipated in charges for grounds maintenance services.

670000 **Intrafund Revenue** (\$76,000) is anticipated in charges to subvented departments for grounds maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$359,457) are a recommended increase of \$2,060 based on maintaining existing staffing levels and projected step increases.

710106 **Stand-By-Pay** (\$25,000) are recommended to compensate staff for being on call to service events at County parks that occur during weekends. Stand-By-Pay also compensates staff for being on call for emergencies which may occur throughout the week. Discussed with HR.

710200 **Retirement** (\$143,234) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$121,710) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$4,394) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720100 **Agriculture** (\$3,700) is recommended to increase \$200 based on current forecasted projections for hardware related expenses.

720200 **Clothing & Personal Supplies** (\$13,000) is recommended to increase by \$7,500 to account expenses which include uniforms, boot reimbursements, personal protective equipment, rain gear, and gloves.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720300** **Communications** (\$3,000) is recommended to decrease \$955 to reflect expenses related to the department's projected share of telecommunications cost, including monthly cell phone costs for staff to utilize the County's CRM system.
- 720500** **Household Expense** (\$2,000) is recommended decrease of \$3,000 to reflect current pricing and historical spending based on current and projected expenses for janitorial supplies needed for County Parks and the maintenance shop.
- 720600** **Insurance** (\$104,747) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$25,000) is recommended to decrease by \$25,000. Expenses include projected expenditures for maintenance of lawn care equipment and gasoline for non-road equipment.
- 720900** **Maintenance - Structures and Grounds** (\$47,000) is recommended to increase \$31,000 based on the projected forecast for county-wide expenses including physical improvements to the grounds, such as sidewalk repair, curbs, mow strips, sprinkler extensions and repairs, restroom repairs, etc. Additional funds are necessary to adequately maintain park space.
- 721300** **Office Expense** (\$3,000) is recommended to increase \$2,850 for expenses related to general office supplies and the addition of a newly leased scanner/printer.
- 721400** **Professional & Specialized Services** (\$15,000) is recommended unchanged for specialized landscape and grounds maintenance services.
- 721601** **Rents & Leases - Equipment** (\$26,115) is recommended to increase by \$5,515 due to the increase in mileage rates for maintenance vehicles. Expenses include costs for rental of vehicles from the Fleet Services, gasoline, and any necessary rental equipment to perform grounds maintenance.
- 721800** **Small Tools & Instruments** (\$10,000) is recommended to decrease by \$5,000 to reflect current pricing of replacement tools, such as weedwhackers, edgers, and trimmers, needed to perform routine landscape maintenance county-wide.
- 721900** **Special Departmental Expense** (\$500) is recommended unchanged based on current and projected expenses for Grounds Maintenance's portion of the WinCams annual invoice, as well as for registration and supplies for application of chemical materials.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

722000 Transportation & Travel (\$500) is recommended unchanged for registration fees and meals associated with landscaping and grounds maintenance seminars, as well as for training for various certifications.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **GROUNDS
MAINTENANCE (01360)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3830	Grounds/Flood Control Maintenance Supervisor	1.0	-	1.0	-	-	-	
3834	Grounds/Flood Control Maintenance Worker I							
3835	Grounds/Flood Control Maintenance Worker II	6.0	1.0	6.0	1.0	-	-	
3836	Senior Grounds/Flood Control Maintenance Worker	1.0	-	1.0	-	-	-	
TOTAL		8.0	1.0	8.0	1.0	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: UTILITIES
 (01700)
 Function: General
 Activity: Property Management
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
673903 Misc Reimbursements & Refunds	14	0	0	0
TOTAL MISCELLANEOUS REVENUE	14	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>14</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	52,481	0	64,389	64,389
722100 Utilities	705,101	1,006,805	975,435	975,435
TOTAL SERVICES & SUPPLIES	757,583	1,006,805	1,039,824	1,039,824
<u>TOTAL EXPENDITURES</u>	<u>757,583</u>	<u>1,006,805</u>	<u>1,039,824</u>	<u>1,039,824</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>757,569</u>	<u>1,006,805</u>	<u>1,039,824</u>	<u>1,039,824</u>

UTILITIES

COMMENTS

This budget provides for gas, electric, sewer, water and refuse disposal services to all County facilities, except Fire Stations, Libraries, Road Department facilities, Refuse Disposal sites, Fleet Services, Department of Corrections, Juvenile Hall, Department of Social Services, Sheriff's Department facilities, and Parks.

SERVICES & SUPPLIES

720300 **Communications** (\$64,389) is a recommended based on the forecasted estimate for communication services throughout the various County facilities. Communication lines include telephone lines, as well as communication lines necessary for smoke control systems, elevators, and security systems.

722100 **Utilities** (\$975,435) is a recommended decrease of \$31,370 due to projected energy savings.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: AUDITOR-CONTROLLER
 (00310)
 Function: General
 Activity: Finance
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660101 Property Tax Admin Fee	40,381	30,000	30,000	30,000
660300 Audit/Acctg Fees	98,723	452,252	452,252	452,252
662801 Interfund	0	20,000	20,000	20,000
TOTAL CHARGES FOR CURRENT SERVICES	139,104	502,252	502,252	502,252
MISCELLANEOUS REVENUE				
670000 Intrafund	2,318	0	0	0
673000 Miscellaneous	22,289	16,000	16,000	16,000
680200 Operating Transfers In	27,874	0	0	0
TOTAL MISCELLANEOUS REVENUE	52,481	16,000	16,000	16,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>191,585</u>	<u>518,252</u>	<u>518,252</u>	<u>518,252</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,433,968	1,596,676	1,626,998	1,626,998
710103 Temporary Salaries	95,445	71,721	119,106	119,106
710105 Overtime	1,374	2,000	12,000	12,000
710200 Retirement	524,723	660,426	669,051	669,051
710300 Health Insurance	197,458	228,138	327,095	327,095
710400 Workers' Compensation Insurance	28,176	36,347	16,936	16,936
710500 Other Benefits	1,200	1,200	1,200	1,200
TOTAL SALARIES & EMPLOYEE BENEFITS	2,282,345	2,596,508	2,772,386	2,772,386
SERVICES & SUPPLIES				
720300 Communications	1,601	2,204	1,804	1,804
720600 Insurance	2,025	2,969	3,369	3,369
720800 Maintenance - Equipment	0	1,800	1,500	1,500
721100 Memberships	1,871	5,490	3,890	3,890

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: AUDITOR-CONTROLLER
 (00310)
 Function: General
 Activity: Finance
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721300 Office Expense	13,858	29,000	28,000	28,000
721400 Professional & Specialized Expense	81,631	135,500	143,500	143,500
721900 Special Departmental Expense	1,284	3,200	3,200	3,200
722000 Transportation & Travel	17,017	31,000	35,000	35,000
TOTAL SERVICES & SUPPLIES	119,288	211,163	220,263	220,263
OTHER CHARGES				
730330 Rents & Leases - Equipment	9,190	11,600	11,600	11,600
TOTAL OTHER CHARGES	9,190	11,600	11,600	11,600
INTRAFUND TRANSFER				
770100 Intrafund Transfer	11,205	11,205	11,205	11,205
TOTAL INTRAFUND TRANSFER	11,205	11,205	11,205	11,205
<u>TOTAL EXPENDITURES</u>	<u>2,422,029</u>	<u>2,830,476</u>	<u>3,015,454</u>	<u>3,015,454</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,230,444</u>	<u>2,312,224</u>	<u>2,497,202</u>	<u>2,497,202</u>

AUDITOR-CONTROLLER

COMMENTS

The Auditor-Controller is the Chief Accounting and Disbursing Officer of the County. The Department maintains the accounting records of County government, school districts, and most special districts; tabulates assessed valuation of property; compiles tax rates of local government; prepares the tax roll; controls accounts for current and delinquent taxes; apportions taxes to various local governments; allows or rejects claims on the County Treasury; issues checks; maintains property inventory records; gives financial advice to the County; processes accounts receivable and billings, and prepares documents for the Comprehensive Annual Financial Statements.

WORKLOAD

	Actual <u>2021-22</u>	Estimated <u>2022-23</u>	Projected <u>2023-24</u>
Accounts Payable Transactions	43,070	42,714	42,361
Auditor Warrants	11,097	12,473	14,018
Auditor AP EFTs	6,156	6,551	6,970
Payroll Warrants	3,148	2,015	1,889
Payroll EFTs	16,428	19,269	19,558
Journal Entries	17,429	16,445	15,516
Cash Receipts	57,677	57,956	58,235
Bond Rates Calculated	30	24	26

ESTIMATED REVENUES

- 660101** **Property Tax Admin Fee** (\$30,000) is recommended based on current year projections and due to an increase in labor costs.
- 660300** **Audit/Accounting Fees** (\$452,252) is recommended unchanged based on current year projections. This revenue represents reimbursements received by the department for performing auditing and accounting services to other entities, such as LAFCO, the Courts, First 5 and other funds.
- 662801** **Interfund Revenues** (\$20,000) is recommended based on projected direct charges for providing accounting services to county maintenance districts and service areas.
- 673000** **Miscellaneous** (\$16,000) is recommended unchanged based on current year projections. This revenue represents incentives for timely payments.

AUDITOR-CONTROLLER

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,626,998) are recommended increased \$30,322 based on cost of recommended staff due to increases in complex pronouncements disseminated by the Governmental Accounting Standards Board along with the increased payroll needs. Due to the County budgetary constraints the reflected salary increase does not address the additional staffing needed to ensure the accomplishment of all functions of the Auditor-Controller Office.
- 710103** **Extra Help** (\$119,106) is recommended increased \$55,385 based on part time extra help staffing to continue assistance with the County's Cost Allocation Plan and County wide Financial Transaction Report as mandated by the State of California. Additional staffing will assist with CalPERS reconciliation, reporting and increasing the payroll review.
- 710105** **Overtime** (\$12,000) is recommended increased by \$10,000 based on actual costs to process payroll and other deadlines.
- 710200** **Retirement** (\$669,051) is recommended increased \$8,625 based on increased salaries and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$327,095) is recommended increased \$98,957 is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$16,936) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 710500** **Other Benefits** (\$1,200) is recommended unchanged based on Elected Official expense.

SERVICES & SUPPLIES

- 720300** **Communications** (\$1,804) is recommended decreased \$400 based on actual costs.
- 720600** **Insurance** (\$3,369) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$1,500) is recommended decreased \$300 based on actual costs for maintenance of copiers and printers.
- 721100** **Memberships** (\$3,890) is recommended decreased based on the actual costs of memberships.

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$28,000) is recommended decreased \$1,000 for computer equipment, printed forms, Central Duplicating costs, general office supplies, computer supplies, and subscriptions.

721400 **Professional & Specialized Services** (\$143,500) is recommended increased \$8,000 for the following expenditures:

- \$40,000 Multi-year consultant contract for property tax admin fee, Cost Allocation Plan and SB90 claims.
- \$20,000 Bartel Associates – actuarial services on the County’s Retiree Healthcare Plan.
- \$10,000 Annual updates for Engagement software and implementing cloud solution.
- \$40,000 Central Square consulting services for ERP system.
- \$10,500 Central Square University – Enterprise Learning Plan
- \$23,000 Annual subscription to lease software to comply with GASB 87 and newly required 96.

721900 **Special Departmental Expense** (\$3,200) is recommended unchanged for GFOA Award submission fee, Continuing Professional Education (CPE) training and subscription service for Certified Public Accountants and Certified Fraud Examiner

722000 **Transportation & Travel** (\$35,000) is recommended increased for training, conferences and travel for MegaByte on the Property Tax System, Property Tax Managers’ Conference, GFOA Conference, training and conference by Central Square on the accounting system, State Association of County Auditors’ Conference, Institute of Internal Auditors training for internal audit staff, and training for professional staff related to audit guidelines and accounting standards.

OTHER CHARGES

730330 **Rents & Leases - Principal** (\$11,600) is recommended unchanged based on actual costs for the copy machine lease and interactive whiteboard.

INTRAFUND TRANSFER

770100 **Intrafund Transfers** (\$11,205) is recommended unchanged for VoIP phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **AUDITOR-CONTROLLER
(00310)**
Function: **General**
Activity: **Finance**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant-Auditor I or							
3202	Accountant-Auditor II	5.0	-	5.0	-	-	-	
3203	Senior Accountant-Auditor	2.0	-	1.0	-	(1.0)	-	A
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II	-	-	-	-	-	-	
3353	Senior Accounting Technician	2.0	-	2.0	-	-	-	
3353U	(Unrep) Senior Accounting Technician	1.0	-	3.0	-	2.0	-	B
3120	Assistant Auditor-Controller	1.0	-	1.0	-	-	-	
1002	Auditor-Controller	1.0	-	1.0	-	-	-	
3178	Deputy Auditor-Controller	1.0	-	-	-	(1.0)	-	C
4107	Chief Accountant-Auditor	2.0	1.0	4.0	-	2.0	(1.0)	D
4105	Chief Internal Auditor	1.0	-	1.0	-	-	-	
3313	General Accounting Supervisor	-	1.0	-	1.0	-	-	
3601	Account Clerk I or	-	-	-	-	-	-	
3602	Account Clerk II	3.0	1.0	2.0	1.0	(1.0)	-	E
3312	Payroll Supervisor	1.0	-	-	-	(1.0)	-	F
3205U	Administrative Analyst I or	1.0	-	-	-	(1.0)	-	G
3206	Administrative Analyst II or	-	-	-	-	-	-	
3209U	Sr. Administrative Analyst	-	-	2.0	-	2.0	-	H
4126	Principal Administrative Analyst	-	-	1.0	-	1.0	-	I
						-		
TOTAL		21.0	3.0	23.0	2.0	2.0	(1.0)	

NOTES:

A Reflects the request of the department to delete 1FTE Senior Accountant-Auditor

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **AUDITOR-CONTROLLER
 (00310)**
 Function: **General**
 Activity: **Finance**
 Fund: **General**

	2022-23 Authorized <u>Positions</u>	2023-24 Proposed <u>Positions</u>	Y-O-Y Changes in Positions
B			Reflects the request to increase by 2FTE Senior Accounting Technician, to assist with payroll
C			Deleting 1FTE Deputy Auditor-Controller and offsetting with 1FTE Chief Accountant to better meet the needs of the department
D			Reflects the request to fund 2FTE Chief Accountant-Auditors to better meet the needs of the department
E			Deleting 1 FTE Account Clerk II and offsetting with 1FTE Senior Accounting Technician
F			Deleting 1FTE Payroll Supervisor and offsetting with 1FTE Senior Administrative Analyst to better meet the needs of the department
G			Deleting 1 FTE to promote staff to the Senior Administrative Analyst position starting July 1, 2023
H			Reflects the request to fund 2FTE Senior Administrative Analyst to help meet the demands of the department starting July 1, 2023
I			Reflects the request to add one (1) FTE Principal Administrative Analyst to meet the needs of the department.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: ASSESSOR
(00400)
Function: General
Activity: Finance
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660100 Assessment/Tax Collection Fees	70	0	0	0
660101 Property Tax Admin Fee	494,483	485,000	485,000	485,000
660103 Property Characteristics Fee	15,367	15,000	15,000	15,000
662700 Other Charges for Services	869	750	750	750
662804 LAFCO-Reimb for County Services	237	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	511,026	500,750	500,750	500,750
OTHER FINANCING SOURCES				
670000 Intrafund Transfer	0	104,000	0	0
680200 Operating Transfer In	24,852	0	0	0
TOTAL MISCELLANEOUS REVENUE	24,852	104,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>535,879</u>	<u>604,750</u>	<u>500,750</u>	<u>500,750</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,563,676	1,708,352	1,737,830	1,737,830
710103 Extra Help	17,983	0	36,000	36,000
710200 Retirement	583,701	705,255	705,731	705,731
710300 Health Insurance	240,955	287,496	365,130	365,130
710400 Workers' Compensation Insurance	13,635	17,589	14,162	14,162
710500 Other Benefits	600	1,200	1,200	1,200
<i>Salary Savings (3.65%)</i>			<i>(89,190)</i>	<i>(89,190)</i>
TOTAL SALARIES & EMPLOYEE BENEFITS	2,420,550	2,719,892	2,770,863	2,770,863
SERVICES & SUPPLIES				
720300 Communications	2,006	2,000	2,000	2,000
720600 Insurance	2,564	3,395	3,395	3,395

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ASSESSOR**
(00400)
Function: **General**
Activity: **Finance**
Fund: **General**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
720800 Maintenance - Equipment	0	500	500	500
721100 Memberships	800	850	1,500	1,500
721300 Office Expense	13,299	18,000	18,000	18,000
721400 Professional & Specialized Services	19,752	12,500	13,000	13,000
721601 Rents & Leases - Equipment	0	5,000	12,000	12,000
722000 Transportation & Travel	2,163	5,000	25,000	25,000
TOTAL SERVICES & SUPPLIES	40,585	47,209	75,395	75,395
OTHER CHARGES				
730330 Rents & Leases - Equipment	26,163	18,000	10,000	10,000
TOTAL OTHER CHARGES	26,163	18,000	10,000	10,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers	12,981	13,000	13,000	13,000
TOTAL INTRAFUND TRANSFERS	12,981	13,000	13,000	13,000
<u>TOTAL EXPENDITURES</u>	<u>2,500,279</u>	<u>2,798,101</u>	<u>2,869,258</u>	<u>2,869,258</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,964,400</u>	<u>2,193,351</u>	<u>2,368,508</u>	<u>2,368,508</u>

COMMENTS:

The County Assessor is charged, in accordance with State law, with the responsibility of assessing all real and personal property in the County, except for public utility property which is assessed by the State Board of Equalization. An assessment roll is produced each year listing the property, owner, location, description, and assessed value.

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ASSESSOR

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
Secured Roll Assessments	61,218	62,000	63,000
Unsecured Roll Assessments	2,834	3,000	3,000
Supplemental Roll Assessments	7,109	7,750	7,750
Deeds Processed	8,162	2,378	6,100
Parcel Splits	32	26	30
Exemptions (Veteran, Religious, Welfare)	148	649	700
Homeowner Exemptions Processed	2,432	2,148	2,500
Map Pages Changed	173	48	60
Map Sales	417	400	400
Significant Audits Accomplished	20	36	35
Ag Preserve & Farmland Security Zone Parcels	4,183	4,205	4,220
Airplanes Assessed	116	124	140
Boats Assessed	406	460	500
Business Statements	2,651	3,103	3,200
Ag Statements	1,979	1,681	1,700
Address Changes	555	500	500
Building Permits (New Construction)	1,344	900	950
Board Order Changes Processed	1,867	1,200	1,300
Supplemental Notices Mailed	5,989	6,200	6,200
Appraiser Parcel Visits	0	6	20
Assessment Appeals	15	22	24
Assessed Value Notices	16,800	17,000	18,000
Agricultural Preserve Questionnaire	1,307	1,048	2,000
Mobile Homes (Secured/Unsecured)	1,725	1,726	1,730
State Board of Equalization Tax Rate Area Changes	8	2	3
Acreage Changes	36	5	15
Proposition 8 Declines in Value	2,438	2,000	2,000

ESTIMATED REVENUES

- 660101** **Assessment/Tax Collection Fees** (\$485,000) is recommended unchanged based on the anticipated assessment roll.
- 660103** **Property Characteristics Fee** (\$15,000) is recommended unchanged based on anticipated revenue from assessment data sales.
- 662704** **Copies** (\$750) is recommended unchanged based on past trends.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,737,830) is recommended increased \$29,478 inclusive of the cost of recommended staff and potential promotions by competitive standards during the fiscal year, also with adjustments as identified.
- 710103** **Extra Help** (\$36,000) is recommended increased \$36,000 for implementation of GIS parcel fabric.
- 710200** **Retirement** (\$705,731) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System with personnel adjustments.
- 710300** **Health Insurance** (\$365,130) is based on the employer's share of health insurance premiums with personnel adjustments.
- 710400** **Workers' Compensation** (\$14,162) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,000) is recommended unchanged to cover the cost of three existing office cell phones.
- 720600** **Insurance** (\$3,395) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$500) is recommended unchanged in case of potential telephone relocations, break room appliance repairs, and repairs to miscellaneous equipment.

SERVICES & SUPPLIES (continued)

721100 **Memberships** (\$1,500) is recommended increased \$650 for membership in the California Assessors' Association and any related employee associations.

721300 **Office Expense** (\$18,000) is recommended unchanged for costs for office expenses which include:

- \$3,500 Corelogic for the cost guide required for Assessors to be used by appraisal staff.
- 500 MLS Access
- 600 Real Estate Research Corp. special valuation research.
- 225 JD Powers for Mobile home valuations and vessels.
- 225 Aircraft Bluebook CD to determine aircraft valuation.
- 7,200 CoStar for special valuation research.

721400 **Professional & Specialized Services** (\$13,000) is recommended increased \$500 to cover the legal fees related to appeals, legal services, and other services. This account provides the following expenditures:

- \$ 3,663 Megabyte Online Business Property Statement – filing for annual business reporting.
- \$4,500 Property Statement Letters and Ag Questionnaires – for printing, collating, processing, and mailing.
- \$1,250 Software License – for receipt of imaged documents from the Recorder's Office.
- \$1,000 Online Forms – Madera County's share of cost of online standard forms.
- \$2,500 Cole Huber LLP – Maintain minimum access to legal advice for the Assessor's office.
- \$400 Assessor's Annual Report- for printing of Assessor's Roll Turn reports and information

721601 **Rents & Leases – County Vehicle** (\$12,000) is recommended increased \$7,000 for leasing vehicles from Central Garage for approximately 8,500 miles.

722000 **Transportation & Travel** (\$25,000) is recommended increased \$20,000 based on current and anticipated costs for State-required travel, training, and appraisal field visits for the Assessor and staff, including mileage reimbursement for Department staff.

OTHER CHARGES (continued)

730330 **Rents & Leases – Equipment** (\$10,000) is recommended decreased \$8,000 for the lease of the department’s network copiers and production printers.

770100 **Intrafund Transfers** (\$13,000) is recommended for cost of VoIP phones for the department.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ASSESSOR
(00400)**
Function: **General**
Activity: **Finance**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3141	Appraiser I or							
3142	Appraiser II or							
3143	Appraiser III	7.0	5.0	7.0	5.0	-	-	
3611	Assessment Clerk I or							
3612	Assessment Clerk II or							
3613	Assessment Technician	7.0	4.0	7.0	4.0	-	-	
1001	Assessor	1.0	-	1.0	-	-	-	
3144	Auditor-Appraiser I or							
3145	Auditor-Appraiser II or							
3146	Auditor-Appraiser III	2.0	-	2.0	-	-	-	
3301	Cadastral Drafting Technician I or							
3302	Cadastral Drafting Technician II	-	1.0	-	1.0	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	1.0	-	1.0	-	-	-	
3301	Cadastral Drafting Technician I or							
3302	Cadastral Drafting Technician II							
3323	or Senior Cadastral Drafting Technician	1.0	-	1.0	-	-	-	
3147	Supervising Appraiser	1.0	-	1.0	-	-	-	
4123	Deputy Assessor - Appraisal Support Operations	1.0	-	1.0	-	-	-	
4124	Deputy Assessor - Real Property	1.0	-	1.0	-	-	-	
4125	Deputy Assessor - Business & Personal Property	1.0	-	1.0	-	-	-	
3611	Administrative Analyst I							
3613	or Administrative Analyst II							
3536	or Principal Administrative Analyst	1.0	-	1.0	-	-	-	
TOTAL		24.0	10.0	24.0	10.0	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ASSESSOR
 (00411)
 Function: General
 Activity: Finance
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
654535 ST - Grant Revenue	0	222,667	70,000	70,000
TOTAL CHARGES FOR CURRENT SERVICES	0	222,667	70,000	70,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	111,333	35,000	35,000
TOTAL MISCELLANEOUS REVENUE	0	111,333	35,000	35,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>334,000</u>	<u>105,000</u>	<u>105,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	0	10,000	0	0
TOTAL SALARIES & EMPLOYEE BENEFITS	0	10,000	0	0
721400 Professional & Specialized Services	518,003	200,000	100,000	100,000
722000 Transportation & Travel	6,200	20,000	5,000	5,000
TOTAL SERVICES & SUPPLIES	524,203	220,000	105,000	105,000
770100 Intrafund Transfers	0	104,000	0	0
TOTAL INTRAFUND TRANSFERS	0	104,000	0	0
<u>TOTAL EXPENDITURES</u>	<u>524,203</u>	<u>334,000</u>	<u>105,000</u>	<u>105,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>524,203</u>	<u>0</u>	<u>0</u>	<u>0</u>

ASSESSOR - GIS LAYER REDRAW

COMMENTS:

This budget is established to process the revenue from the State Supplementation for County Assessor's and funds from other departments to fund redrawing the GIS parcel layer and aligning the other layers to the newly aligned layer. It also includes funds from the grant to obtain aerial imagery for alignment of the new layer and for general use by County Departments.

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ASSESSOR - GIS LAYER REDRAW

ESTIMATED REVENUES

- 654535** **State – Grant Revenue** (\$70,000) is recommended for funding projects authorized by the State Supplementation for County Assessor’s Program to fund GIS Parcel Fabric creation, aerial imagery subscription, and training in new GIS programs. These grant funds require a one to two match from the County.
- 680200** **Operating Transfer In** (\$35,000) is recommended for the County match.

SALARIES & EMPLOYEE BENEFITS

- 710105** **Overtime** (\$0) is recommended reduced \$10,000.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services** (\$100,000) is recommended to maintain the new Parcel Fabric GIS layer while a new Assessor Mapping Technician is hired and trained.
- 722000** **Transportation & Travel** (\$5,000) is recommended reduced \$15,000.
- 770100** **Intrafund Transfer** (\$0) reduced 104,000.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **TAX COLLECTOR
(00510)**
Function: **General**
Activity: **Finance**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
TAXES				
610901 Hotel & Motel Tax	137,271	231,000	215,000	215,000
TOTAL TAXES	137,271	231,000	215,000	215,000
LICENSES, PERMITS & FRANCHISES				
620200 Business Licenses	150,949	111,900	151,145	151,145
TOTAL LICENSES, PERMITS & FRANCHISES	150,949	111,900	151,145	151,145
FINES, FORFEITURES & PENALTIES				
630401 Cost of Tax Collection	128,590	98,500	125,000	125,000
630402 Redemption Fees	13,110	13,000	18,000	18,000
TOTAL FINES, FORFEITURES & PENALTIES	141,700	111,500	143,000	143,000
CHARGES FOR CURRENT SERVICES				
660100 Assessment/Tax Collection Fees	160,334	60,000	55,000	55,000
660101 Property Tax Admin Fee	94,918	148,000	148,000	148,000
660102 Supplemental Tax Fee	399,899	245,000	325,000	325,000
660231 Spec Assessmt - Bus Imprv Dst	26,108	10,500	32,000	32,000
662700 Other Charges for Services	58,429	82,000	150,000	150,000
662704 Copies	94	200	100	100
TOTAL CHARGES FOR CURRENT SERVICES	739,782	545,700	710,100	710,100

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **TAX COLLECTOR
(00510)**
Function: **General**
Activity: **Finance**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	3,736	3,000	3,200	3,200
673100 Unclaimed Money	408	2,000	2,000	2,000
673102 Tax Payment - Over	1,412	1,000	1,500	1,500
673104 TOT - Over	58	500	500	500
673700 Cash Overage	26	500	500	500
TOTAL MISCELLANEOUS REVENUE	5,639	7,000	7,700	7,700
OTHER FINANCING SOURCES				
680200 Operating Transfers In	84,689	120,000	100,000	100,000
TOTAL OTHER FINANCING SOURCES	84,689	120,000	100,000	100,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,260,029</u>	<u>1,127,100</u>	<u>1,326,945</u>	<u>1,326,945</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	419,784	592,435	665,889	665,889
710103 Extra Help	78,282	87,761	123,066	123,066
710107 Premium Pay	1,078	0	0	0
710200 Retirement	178,426	253,008	276,731	276,731
710300 Health Insurance	76,434	115,597	163,548	163,548
710400 Workers' Compensation Insurance	2,925	3,306	4,616	4,616
710500 Other Benefits	600	600	600	600

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **TAX COLLECTOR
(00510)**
Function: **General**
Activity: **Finance**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
TOTAL SALARIES & EMPLOYEE BENEFITS	757,528	1,052,707	1,234,450	1,234,450
SERVICES & SUPPLIES				
720300 Communications	3,146	4,800	4,800	4,800
720600 Insurance	412	450	450	450
720800 Maintenance - Equipment	0	0	0	0
721100 Memberships	325	250	300	300
721201 Cash Shortages	131	500	250	250
721211 Tax Payment - Short	1,390	1,600	1,960	1,960
721212 TOT - Short	75	250	250	250
721300 Office Expense	29,508	32,120	34,027	34,027
721314 Computer Equipment	0	0	3,500	3,500
721400 Professional & Specialized Services	81,397	153,560	138,342	138,342
721426 Software Maintenance	0	10,947	13,100	13,100
721500 Publications & Legal Notices	16,034	14,800	14,000	14,000
721601 Rents/Lse Co Vehicle	27	0	100	100
722000 Transportation & Travel	7,446	9,500	12,500	12,500
TOTAL SERVICES & SUPPLIES	139,892	228,777	223,579	223,579
OTHER CHARGES				
730330 Rents & Leases	12,447	15,700	13,000	13,000
TOTAL OTHER CHARGES	12,447	15,700	13,000	13,000
CAPITAL PROJECTS & FIXED ASSETS				
740301 Fixed Assets	0	0	25,000	25,000
TOTAL CAPITAL PROJECTS & FIXED ASSETS	0	0	25,000	25,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **TAX COLLECTOR
(00510)**
Function: **General**
Activity: **Finance**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
INTRAFUND TRANSFERS				
770100 Intrafund Transfers	4,769	5,000	6,000	6,000
TOTAL INTRAFUND TRANSFERS	4,769	5,000	6,000	6,000
<u>TOTAL EXPENDITURES</u>	<u>914,636</u>	<u>1,302,184</u>	<u>1,502,029</u>	<u>1,502,029</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(345,393)</u>	<u>175,084</u>	<u>175,084</u>	<u>175,084</u>

TAX COLLECTOR

COMMENTS

The primary function of the Tax Collector's office is to collect the taxes for the county on current and prior year taxes due for the Secured Property Tax Roll, Supplementals, Corrected, Escape, Unsecured, and Defaulted tax bills. A defaulted property tax sale is conducted annually for unpaid taxes and our office takes the enforcement actions deemed necessary to collect on the Unsecured roll. Most growth within the county ultimately impacts our office. This includes direct charges added to the tax roll for other County Government agencies, School Districts, and most Special Districts, but not limited to, direct charges by other agencies. In addition to the billing and collection, this office issues new and collects Business License renewal fees. We monitor new, existing, and non-compliant Transient Occupancy Tax operators and collect the Transient Occupancy Tax (TOT) and the Tourism Business Improvement District (TBID) tax due to the county.

WORKLOAD

<u>TAX COLLECTOR</u>	<u>Actual 2021-22</u>	<u>Estimated 2022-23</u>	<u>Projected 2023-24</u>
Transient Occupancy Tax Billing Statements (Quarterly)	2,254	3,270	3,420
Transient Occupancy Tax Delinquent Billing Statements (Quarterly)	1,118	1,200	1,200
Business Improvement District Billing Statements (Quarterly)	2,254	3,270	3,420
New Business License Processed	1,379	1,150	1,300
Business License Renewals	3,412	3,800	3,400
Secured Tax Statements	58,224	58,606	59,500
Current Secured Reminders	7,421	8,300	7,000
Delinquent Secured Bills	2,066	2,184	2,100
Parcels Redeemed Default	1,220	1,400	1,500
Unsecured Tax Statements	2,502	2,571	2,500
Supplemental Tax Statements	5,148	5,500	6,000
Nightly Bill Prints – All Tax Rolls	11,115	12,000	12,000
Notice of Impending Powers to Sell	115	98	100
Parcels Redeemed Tax Sale	68	62	50
Parcels Published for Sale	12	20	25
Parcels Sold	6	15	20
Annual Unsecured Lien Notices	449	733	600
Unsecured Liens Active	799	575	550
Mobile Home Tax Clearances	108	100	100
Returned Items	138	140	135
Refunds	708	575	575
Active 4–Pay Part Pay Payment Plans – All Other	24	15	15
Active 5–Pay Payment Plans – Secured Taxes	280	200	175

TAX COLLECTOR

WORKLOAD (continued)

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
Check21 check processing	31,399	33,000	32,000
Phone Calls-Incoming	16,038	16,000	16,000
Credit Card & E-Check Transactions	13,052	15,000	16,500
Walk ins	6,588	6,000	6,000

ESTIMATED REVENUES

- 610901** **Hotel & Motel Tax** (\$215,000) is a recommended decrease of \$16,000 based on the projected administrative cost of collecting these taxes including billing, processing invoices, collection, posting, and reconciliation of payments. This cost is due to a reimbursement for Transient Occupancy Tax (TOT) related systems such as the Megabyte TOT module and Deckard Technologies (Rentalscape) which monitors and identifies non-compliant TOT operators. Ordinance No. 295F states per section 3.20.060 that each lodging operator, including any operator who performs their functions through a managing agent must now register with the tax administrator.
- 620200** **Business Licenses** (\$151,145) is a recommended increase of \$39,245 based on the projected reimbursements in the current fiscal year and includes fees collected for business license activities. The overall increase is due to the approval of Ordinance No. 295F where each lodging operator, including any operator who performs their functions through a managing agent must now register with the tax administrator. In addition, the department is including reimbursement for the annual maintenance for POSSE, the software application that is used to collect and process business license renewals.
- 630401** **Cost of Tax Collection** (\$125,000) is a recommended increase of \$26,500 based on current fiscal year projections and includes all prior secured and prior supplemental secured fees collected. This revenue category consists of an updated thirty-dollar (\$30) cost on the second installment if a parcel is not paid timely.
- 630402** **Redemption Fees** (\$18,000) is a recommended increase of \$5,000 based on current fiscal year projections. Redemption fees are collected from delinquent tax payments. The redemption fee collected is comprised of an updated twenty-five-dollar (\$25) fee that attaches to a parcel once it has become defaulted, \$5 of this fee is allocated to the State. This account is also used as a pass-through account for the \$1.50 fee that is passed on to the State Controller’s Office for tax sale properties that are sold at public auction which is reported annually to the state.
- 660100** **Assessment/Tax Collection Fees** (\$55,000) is a recommended decrease of \$5,000 based on current fiscal year projections of actual reimbursable costs for Tax collection fees collected. The fund is now collecting revenue based on parcels eligible for tax sale. The qualifying number of parcels on the tax sale list has declined.

TAX COLLECTOR

ESTIMATED REVENUES (continued)

- 660101** **Property Tax Admin Fee (R&T 95.3)** (\$148,000) is recommended unchanged based on current fiscal year projections provided by the County Auditor. This revenue reflects the Tax Collector's share of reimbursable costs that are shared among two other departments (Assessor & Auditor). Reimbursable costs include the cost of assessing, collecting, and apportioning property taxes.
- 660102** **Supplemental Tax Fee (R&T 75.70 & 100.2)** (\$325,000) is a recommended increase of \$80,000 based on current fiscal year projections and prior year actuals. This amount reflects revenue received for processing supplemental tax bills. The supplemental tax fee is collected for changes in ownership and new construction. Based on current housing market conditions and an increase in new subdivision developments. The projected new housing developments within Madera County include K. Hovnanian Homes Aspire at Riverbend, Ivey Pointe III, Lafayette by Wathen Castanos Homes, Mesa Pointe II, Littrel Homes, Kaufman & Broad, Lennar at Riverstone, DMP Development Co, The Summit by D.R. Horton, and McCaffrey Homes Altura Tesoro Viejo.
- 660231** **Special Assessment – Business Improvement District** (\$32,000) is a recommended increase of \$21,500 based on the revenues received to offset the departmental cost of collecting the Tourism Business Improvement District (TBID) tax. Collected costs are based on the administrative rate provided by the Auditor-Controller. Revenue collected is based on charging 0.05% of the department's administrative time to the 2.0% of Transient Occupancy Taxes (TOT) that is collected.
- 662700** **Other Charges for Services** (\$150,000) is a recommended increase of \$68,000 based on revenue received from various fees, new fees created, and fee increases supported by GOV 54985 (a). Revenue for this line item includes the non-sufficient fund (NSF) admin fee, non-sufficient fund fee for multiple parcels, semi-annual secured reminder notice fee, annual unsecured reminder notice fee, prior secured billing for delinquent reminder notices, bank levies, and TOT fees.
- 662704** **Copies** (\$100) is recommended decrease of \$100 based on current fiscal year projections due to the online services available.
- 673000** **Miscellaneous Revenue** (\$3,200) is a recommended increase of \$200 based on current fiscal year projections and includes banking specific non-sufficient fund (NSF) fees.
- 673100** **Unclaimed Money** (\$2,000) is recommended to remain unchanged based on current fiscal year projections. This fund is used for any unclaimed revenues received from the State Controller's Office.
- 673102** **Tax Payment - Over** (\$1,500) is a recommended increase of \$500. This fund is used for identifiable tax payment overages pursuant to Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251. This fund is used to decrease the amount tendered to the County for the payment of any tax, assessment, penalty, cost, or interest when the amount paid to the County is over the total amount due, and that amount does not exceed twenty dollars (\$20).

TAX COLLECTOR

ESTIMATED REVENUES (continued)

- 673104** **Transient Occupancy Tax (TOT) Payment - Over** (\$500) is recommended to remain unchanged. This fund is used to fund identifiable overages related to TOT payments pursuant to Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251. This fund is used to decrease the amount tendered to the County for the payment of any TOT payment, penalty, or cost when the amount paid to the County is over the total amount due, and that amount does not exceed twenty dollars (\$20).
- 673700** **Cash (Difference) - Overage** (\$500) is recommended to remain unchanged. This fund is used as a cash difference fund for unidentified overages pursuant to Government Code Sections 29370-29390.1, Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251.
- 680200** **Operating Transfer In** (\$100,000) is a recommended decrease of \$20,000 based on projected reimbursement of staff costs from the Delinquent Tax Recovery Fund for activities related to the annual tax sale of delinquent properties. Staff costs include one full-time Equivalent Property Tax and Sales Assistant, one part-time Extra Help employee, as well as a proportionate amount of staff time for opening payment plans, answering tax sale related questions, and other miscellaneous tax sale functions.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$665,889) is a recommended increase of \$73,454 based on maintaining current staffing allocations for the cost-of-living increases, step/longevity increases, and bilingual pay for existing staff that are eligible. Accounting Technicians are flexibly allocated to Sr. Accounting Technicians for the various units within the Tax Collector department and the addition of an Accountant Auditor I/II, including the addition of another flexed Accounting Technician.
- 710103** **Extra Help** (\$123,066) is a recommended increase of \$35,305. The budgeted amount is based on the need for clerical help during peak tax collection periods to assist with tax collections, processing tax payments, recording 4-pay/5-pay collections, maintaining payment plan agreements, credit card processing; as well as, providing staff support on various upcoming tax projects.
- 710200** **Retirement** (\$276,731) is a recommended increase of \$23,723 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$163,548) is a recommended increase of \$47,951 based on the employer's share of health insurance premiums.

TAX COLLECTOR

SALARIES & EMPLOYEE BENEFITS (continued)

- 710400** **Workers' Compensation** (\$4,616) is a recommended increase of \$1,310 based on the Department's contribution to the County's Self-Insurance Internal Service Fund. This amount reflects the Tax Collector division's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 710500** **Other Benefits** (\$600) is recommended unchanged based on Elected Official expense. This amount reflects the Tax Collector division's share. The overall cost is split between the Treasurer and Tax Collector budgets.

SERVICES & SUPPLIES

- 720300** **Communications** (\$4,800) is recommended to remain unchanged based on the current fiscal year projections. This amount reflects mobile phone lines/hot spots to provide readily accessible phone and Wi-Fi services for staff in the event of an emergency and to provide additional mobile Wi-Fi and phone service to assist staff during peak times. This amount reflects the Tax Collector's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720600** **Insurance** (\$450) is recommended to remain unchanged. This reflects the Department's contribution to the County's Self-Insured Liability Program. This amount reflects the Tax Collector division's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 721100** **Memberships** (\$300) is a recommended increase of \$50 for memberships. These costs are based on the membership for the Treasurer-Tax Collector and the Assistant Treasurer-Tax Collector for California Association of County Treasurers and Tax Collectors (CACTTC). This amount reflects the Tax Collector division's share. The overall cost for this membership is split between the Treasurer and Tax Collector budgets.
- 721201** **Cash (Difference) - Shortage** (\$250) is a recommended decrease of \$250 based on current projections. This fund is used as a cash difference fund for unidentified shortages pursuant to Government Code Sections 29370-29390.1, and Madera County Resolution 91-251.
- 721211** **Tax Payment - Short** (\$1,960) is a recommended increase of \$360 based on current projections. This fund is used to fund identifiable shortages pursuant to Government Code Sections 29370-29390.1, and Madera County Resolution 91-251. This fund is used to increase the amount tendered to the County for the payment of any tax, assessment, penalty, cost, or interest when the amount paid to the County is short the total amount due, and that amount does not exceed twenty dollars (\$20).

SERVICES & SUPPLIES (continued)

- 721212** **Transient Occupancy Tax (TOT) Payment - Short** (\$250) is recommended unchanged based on current projections. This fund is used to fund identifiable shortages related to TOT payments pursuant to Government Code Sections 29370-29390.1, and Madera County Resolution 91-251. This fund is used to increase the amount tendered to the County for the payment of any TOT payment, penalty, or cost when the amount paid to the County is short the total amount due, and that amount does not exceed twenty dollars (\$20).
- 721300** **Office Expense** (\$34,027) is a recommended increase of \$1,907 based on the current year's forecasted expenditures. These expenditures include printer supplies, general office supplies, general office furniture, forms, paid and date stamps, and envelopes.
- 721314** **Computer Equipment** (\$3,500) is a recommended increase of \$3,500. This amount reflects five replacement laptops for the Treasurer-Tax Collector staff. Allows depositing, banking, workflow approvals and crucial operations to be completed remotely when offsite due to meetings or required continuing educational training. This cost reflects the Tax Collector's portion.

SERVICES & SUPPLIES (continued)

721400 **Professional & Specialized Services** (\$138,342) is a recommended decrease of \$9,968 based on current contracted services. Notary Services are used by staff to validate documents, Granicus is a notification system used to inform County residents of pertinent information that gets distributed via email and posted on various websites and social media platforms. Deckard Technologies is used by the TOT division to monitor compliance for short-term rental properties. Presort services help with the annual secured property tax bill printing and mailing. The Megabyte Historical Web Feature allows taxpayers and agencies access to view and print 7 years of historical tax data from our website.

<u>Tax Collector</u>	<u>Recommended</u>
Notary Services	\$950
Granicus E-Alerts	\$19,142
Posse Business License	\$24,000
Deckard Technologies	\$29,750
Presort	\$45,000
Subtotal:	\$118,842
<u>Tax Sale (All Recoverable)</u>	
First Corporate Solutions – Title Search Services (Tax Sale)	\$ 9,500
Bid4Assets – Online Auction Services (Tax Sale)	\$ 10,000
Subtotal:	\$ 19,500
Grand Total:	<u>\$138,342</u>

721426 **Software Maintenance** (\$13,100) is a recommended increase of \$2,153 based on contract maintenance costs for Megabyte services for various programs, and POSSE maintenance for the business license renewal module.

<u>Software Maintenance</u>	<u>Recommended</u>
Posse	\$1,500
RT Lawrence	\$1,500
Megabyte TOT / BID Module	\$3,500
Megabyte Historical Web	\$2,700
Megabyte Public Web Service	\$3,900
Grand Total:	<u>\$ 13,100</u>

TAX COLLECTOR

SERVICES & SUPPLIES (continued)

- 721500** **Publications & Legal Notices** (\$14,000) is a recommended decrease of \$800. This cost is based on actual and estimated costs for publications including the Notice of Tax Sale, Notice of Power to Sell, and Notice of Excess Proceeds for properties sold in the tax sale. The tax sale publications are assessed to the defaulted properties and fully recovered when properties are redeemed or sold. Other publications required by law include the notice of property tax due dates and deadlines, delinquent taxpayer announcements, and the defaulted tax listing. Mandatory publication of these listings are required in a newspaper in the County seat, Madera Tribune and on our county website.
- 721601** **Rent/Lease Co Vehicle** (\$100) is a recommended increase of \$100. This cost is for the leasing of county vehicles from the Central Garage Fleet department. The vehicle is used for a few hours to distribute Property Tax Postponement program (PTP) information to eligible facilities such as Senior Centers, Mobile Home Parks, and Golf Courses.
- 722000** **Transportation & Travel** (\$12,500) is a recommended increase of \$3,000 which will fund required travel for annual conferences, workshops and training for Tax Collector staff, management training and new employee training. Cost estimates are to reimburse private mileage and expenses for out-of-County travel to attend required continuing education credit seminars, meetings, and annual conferences, such as the California Association of County Treasurers and Tax Collectors (CACTTC) annual conference, education conference, and legislative day, and California State Association of Counties (CSAC) legislative conference. This amount reflects the Tax Collector division's share.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$13,000) is a recommended decrease of \$2,700 based on cost estimates for the current lease agreement with Ricoh for the Ricoh Folding Machine and Ricoh Office printer(s).

FIXED ASSESTS

- 740301** **Fixed Assets** (\$25,000) is a recommended increase of \$25,000. The amount budgeted for fixed assets includes an estimated costs for the resizing of the Tax Collector customer lobby and for half of the Treasurer-Tax Collector's kitchen rehabilitation due to safety and efficiency. This amount reflects the Tax Collector division's share.

INTRAFUND TRANSFERS

- 770100** **Intrafund Transfers** (\$6,000) is a recommended increase of \$1,000. This includes three new phone lines of new positions within the Treasurer-Tax Collector department. Costs are calculated on the VoIP pricing and licensing fees per phone in the department. Phone services and maintenance will be billed through Madera County's Information Technology department. This also includes 50% of the conference room phone. This amount reflects the Tax Collector division's share.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: TAX COLLECTOR
 (00510)
 Function: General
 Activity: Finance
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant Auditor I or	-	-	-	-	-	-	
3202	Accountant Auditor II or	-	-	-	-	-	-	
3203	Senior Accountant-Auditor	-	-	1.0	-	1.0	-	A
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II	-	-	-	-	-	-	
3606	Senior Accounting Technician	5.75	-	6.75	-	1.0	-	B
3205	Administrative Analyst I or	-	-	-	-	-	-	
3206	Administrative Analyst II or	-	-	-	-	-	-	
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
3121	Assistant Treasurer-Tax Collector	0.60	-	0.50	-	(0.1)	-	C
3385	Property Tax and Sales Assistant or	-	-	-	-	-	-	
3386	Senior Property Tax and Sales Assistant	1.0	-	1.0	-	-	-	
1014	Treasurer-Tax Collector	0.50	-	0.50	-	-	-	
4129	Chief Deputy Tax Collector-Treasurer	0.50	-	0.50	-	-	-	
4222	Executive Assistant to the Dept. Head	0.50	-	0.50	-	-	-	
TOTAL		9.85	-	11.75	-	1.90	-	

NOTES:

- A Reflect the department's request to add 1 FTE Accountant Auditor flexed to all levels
- B Reflects the department's request to add 1 FTE, Senior Accounting Technician for Business License Division
- C Allocating Assistant Treasurer-Tax Collector position to 50/50 split.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **TREASURER
(00520)**
Function: **General**
Activity: **Finance**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	930,877	1,325,211	1,664,882	1,664,882
TOTAL CHARGES FOR CURRENT SERVICES	930,877	1,325,211	1,664,882	1,664,882
MISCELLANEOUS REVENUE				
673700 Cash Overage	0	0	100	100
TOTAL MISCELLANEOUS REVENUE	0	0	100	100
OTHER FINANCING SOURCES				
680200 Operating Transfers Out	11,087	0	0	0
TOTAL OTHER FINANCING SOURCES	11,087	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>941,964</u>	<u>1,325,211</u>	<u>1,664,982</u>	<u>1,664,982</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	453,884	615,147	698,892	698,892
710103 Extra Help	15,994	106,856	108,478	108,478
710200 Retirement	178,241	255,452	291,029	291,029
710300 Health Insurance	62,184	100,025	140,727	140,727
710400 Workers' Compensation Insurance	2,925	3,306	4,616	4,616
710500 Other Benefits	0	600	600	600
TOTAL SALARIES & EMPLOYEE BENEFITS	713,229	1,081,386	1,244,343	1,244,343

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **TREASURER
(00520)**
Function: **General**
Activity: **Finance**
Fund: **General**

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
SERVICES & SUPPLIES				
720300 Communications	3,402	4,800	4,800	4,800
720600 Insurance	412	450	450	450
720800 Maintenance - Equipment	10,432	12,000	15,895	15,895
721100 Memberships	690	1,250	800	800
721201 Cash Shortages	0	100	100	100
721300 Office Expense	7,281	10,500	10,500	10,500
721314 Computer Equipment	0	0	5,500	5,500
721400 Professional & Specialized Services	145,584	141,125	213,600	213,600
721426 Software Maintenance	17,398	20,100	27,994	27,994
722000 Transportation & Travel	6,588	14,000	23,000	23,000
TOTAL SERVICES & SUPPLIES	191,786	204,325	302,639	302,639
OTHER CHARGES				
730330 Rents & Leases-Equipment	9,549	9,600	12,000	12,000
TOTAL OTHER CHARGES	9,549	9,600	12,000	12,000
CAPITAL PROJECTS & FIXED ASSETS				
740301 Fixed Assets	0	25,000	100,000	100,000
TOTAL CAPITAL PROJECTS & FIXED ASSETS	0	25,000	100,000	100,000
INTRAFUND TRANSFERS				
770100 Intrafund Transfers	4,769	5,000	6,000	6,000
TOTAL INTRAFUND TRANSFERS	4,769	5,000	6,000	6,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: TREASURER
 (00520)
 Function: General
 Activity: Finance
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>TOTAL EXPENDITURES</u>	<u>919,333</u>	<u>1,325,311</u>	<u>1,664,982</u>	<u>1,664,982</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-22,631</u>	<u>100</u>	<u>0</u>	<u>0</u>

TREASURER

COMMENTS

The Treasurer serves as the County depository, receiving, safeguarding, maintaining and reconciling all bank accounts, and investing all County, School District, and Special District funds contained in the County's co-mingled pool based on safety, liquidity, and yield. Funds are scheduled to mature to meet the cash flow requirements of these entities. The Treasurer maintains all Debt Service schedules including, County, School, and any general obligation debt in order to manage all Debt Service payments. The Treasurer participates in any bond calls, continuing disclosure requirements, and submits the Annual Debt Transparency Reports for the County. The Treasurer also reviews financial documents and provides guidance when the County issues debt.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
<u>TREASURER</u>			
Cash Receipts (CR/Permits)	11,167	12,760	14,000
Auditor Warrants (Auditors TNS, ACH/EFT bank accounts)	16,551	18,002	19,800
County Employee Payroll Warrants (direct deposit not included)	1,326	1,764	1,950
County Welfare Warrants (Welfare), (EBT)	10,833	11,640	12,800
Treasury Appointment Service	0	2,568	2,600
<u>WORK PROGRAM</u>			
School Journal Entries (Book)	367	390	500
Auditor Journal Entries (Book)	161	164	200
Welfare Journal Entries (Book)	290	292	350
Investment Transactions (SymPro)	329	466	600
Bank Transfers (Debt Service), (Wire)	565	622	700
Returns (NSF), (Reversal), (Return Check)	438	622	700
Treasury & Bank Ready Deposits (RD)	1,118	564	1,200
Tax Collector Deposits (Deposits), (CR)	1,189	1,812	2,200
Check21 transmissions (checks scanned), (Treasury Cash)	44,704	39,216	50,000

ESTIMATED REVENUES

- 662723** **Services to Other Agencies** (\$1,664,882) is a recommended increase of \$334,526 based on current fiscal year projections and reflects 100% reimbursement from various agencies for performing all Treasury-related functions.
- 673700** **Cash (Difference) - Overage** (\$100) is recommended unchanged. This fund is used as a cash difference fund for unidentified overages pursuant to Government Code Section 29370-29390.1 and the 2023 Cash Handling Policy.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$698,892) is a recommended increase of \$83,745 based on maintaining current staffing allocations, cost of living increases, step/longevity increases, and funding of a Supervising Accountant Auditor.
- 710103** **Extra Help** (\$108,478) is a recommended increase of \$1,622 based on the need for analytical help during peak periods assisting with Treasury processes as well as to provide staff support on various projects that will directly impact our office this year. These projects include debt service and reconciliation reporting software. The cost for Extra Help will be 100% offset through the Treasury Administration Fee.
- 710200** **Retirement** (\$291,029) is a recommended increase of \$35,577 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$140,727) is a recommended increase of \$40,702 based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$4,616) is a recommended increase of \$1,310 based on the Department's contribution to the County's Self-Insurance Internal Service Fund. This amount reflects the Treasury division's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 710500** **Other Benefits** (\$600) is recommended unchanged based on Elected Official Allowance. This amount reflects the Treasury division's share. The overall cost is split between the Treasurer and Tax Collector budgets.

SERVICE & SUPPLIES

- 720300** **Communications** (\$4,800) is a recommended unchanged. This amount reflects mobile phone lines/hot spots to provide readily accessible phone and Wi-Fi services for staff in the event of an emergency and to provide additional mobile Wi-Fi and phone service to assist staff during peak times. This amount reflects the Treasury division's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720600** **Insurance** (\$450) is recommended unchanged. The cost reflects the Department's contribution to the County's Self-Insured Liability Program. This amount reflects the Treasury division's share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720800** **Maintenance – Equipment** (\$15,895) is a recommended increase of \$3,895 based on current service contract obligations for the OPEX (remittance processor), RTL Lawrence Falcon and cash counters equipment maintenance.
- 721100** **Memberships** (\$800) is a recommended decrease of \$450. Memberships include the California Association of County Treasurers and Tax Collectors (CACTTC), California Municipal Treasurers Association (CMTA) and Government Finance Officers Association (GFOA). The memberships are for the Treasurer-Tax Collector and designated staff. The cost of the CACTTC is split evenly between the Treasurer and Tax Collector budgets. CMTA and GFOA costs are fully expensed to the Treasury division.
- 721201** **Cash (Difference) Shortage** (\$100) is recommended unchanged. This fund is used as a cash difference fund for unidentified shortages pursuant to Government Code Section 29370-29390.1 and the 2023 Cash Handling Policy.
- 721300** **Office Expense** (\$10,500) is recommended unchanged based on the current year's forecasted expenditures. These expenditures include printer and general office supplies, general office furniture, forms, endorsement stamps, labels, envelopes, and vault storage supplies.
- 721314** **Computer Equipment** (\$5,500) is a recommended increase of \$5,500. This amount reflects five replacement laptops for the Treasurer-Tax Collector staff. Allows for banking, workflow approvals and crucial operations to be completed remotely when offsite due to meetings or required continuing educational training. This cost reflects the Treasurer's portion.

SERVICE & SUPPLIES (continued)

722000 **Transportation & Travel** (\$23,000) is a recommended increase of \$9,000. This cost is based on required travel for annual conferences, workshops and training for Treasury staff, management training and new employee training. Cost estimates are to reimburse private mileage and expenses for out-of-County travel to attend required continuing education credit seminars, meetings and annual conferences; such as the California Association of County Treasurers and Tax Collectors (CACTTC) annual conference, California Municipal Treasurers Association (CMTA) annual conference, California State Association of Counties (CSAC) legislative conference, Government Investment Officers Association (GIOA) annual conference, Government Financial Officers Association (GFOA) annual conference, California Debt and Investment Advisory Commission (CDIAC) education seminars and conference and SymPro and Debt Tracker user trainings. This amount reflects the Treasury division's share.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$12,000) is a recommended increase of \$2,400 due to an increase in printing costs for the leased Ricoh printer/scanners. The overall cost for the 2 Ricoh printer/scanners is split between the Treasurer and Tax Collector budgets.

FIXED ASSESTS

740301 **Fixed Assets** (\$100,000) is a recommended increase of \$75,000. The amount budgeted for fixed assets includes estimated costs for the Treasurer-Tax Collector's kitchen rehabilitation due to safety and efficiency. This amount reflects the Treasury division's share.

INTRAFUND TRANSFERS

770100 **Intrafund Transfers** (\$6,000) is a recommended increase of \$1,000. This includes three new phone lines of new positions within the Treasurer-Tax Collector's department. Costs are calculated on the VoIP pricing and licensing fees per phone in the department. Phone services and maintenance will be billed through the Madera County's Information Technology department. This also includes 50% of the conference room phone. This amount reflects the Treasury division's share.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **TREASURER
(00520)**
Function: **General**
Activity: **Finance**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant Auditor I or	-	-	-	-	-	-	
3202	Accountant Auditor II	3.00	-	3.00	-	-	-	
3203	Senior Accountant-Auditor	1.00	-	1.00	-	-	-	
3139	Supervising Accountant-Auditor	-	-	1.00	-	1.00	-	A
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II or	-	-	-	-	-	-	
3606	Senior Accounting Technician	0.25	-	0.25	-	-	-	
3205	Administrative Analyst I or	-	-	-	-	-	-	
3206	Administrative Analyst II or	2.00	-	-	-	(2.00)	-	B, C
3209	Senior Administrative Analyst	-	-	1.00	-	1.00	-	B
4126	Principal Administrative Analyst	1.00	-	1.00	-	-	-	C
3121	Assistant Treasurer-Tax Collector	0.60	-	0.50	-	(0.10)	-	
4129	Chief Deputy Tax Collector-Treasurer	0.50	-	0.50	-	-	-	D
4222	Executive Assistant	0.50	-	0.50	-	-	-	
1014	Treasurer-Tax Collector	0.50	-	0.50	-	-	-	
	TOTAL	9.35	-	9.25	-	(0.10)	-	

NOTES:

- A** Reflects the request of the department to add back the Supervising Accountant - Auditor position; it was removed in FY22/23
- B** Reflects the request to flexibly staff the Administrative Analyst position up to the Senior level to better meet the needs of the department
- C** Adding Principal Analyst position that was approved September 2022, offset with deletion of 1 FTE Administrative Analyst I/II
- D** Allocating Assistant Treasurer-Tax Collector position to 50/50 split.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: COUNTY CLERK-RECORDER
 (03300)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
TAXES				
610900 OTHER TAXES	2,051,731	1,500,000	1,500,000	1,500,000
TOTAL TAXES	2,051,731	1,500,000	1,500,000	1,500,000
LICENSES, PERMITS & FRANCHISES				
620700 Other Licenses & Permits	14,791	16,000	16,000	16,000
TOTAL LICENSES, PERMITS & FRANCHISES	14,791	16,000	16,000	16,000
CHARGES FOR CURRENT SERVICES				
661600 Recording Fees	939,234	900,000	600,000	600,000
662700 Other Charges for Services	6,075	4,000	4,000	4,000
TOTAL CHARGES FOR CURRENT SERVICES	945,309	904,000	604,000	604,000
MISCELLANEOUS REVENUE				
673700 Cash Overages	966	1,500	1,000	1,000
TOTAL MISCELLANEOUS REVENUE	966	1,500	1,000	1,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In (Mod Fund 1346)	0	110,000	110,000	110,000
680200 Operating Transfers In (Micro Fund 1345)	0	20,000	20,000	20,000
680200 Operating Transfers In (Trunc Fund 1347)	0	30,000	30,000	30,000
680200 Operating Transfers In (E-Record Fund 1344)	0	25,000	25,000	25,000
680200 Operating Transfer In (VRIP Fund 1367)	0	17,000	17,000	17,000
680200 Operating Transfer In (CARES Act Fund 1314)	171,866	0	0	0
TOTAL OTHER FINANCING SOURCES	171,866	202,000	202,000	202,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,184,663</u>	<u>2,623,500</u>	<u>2,323,000</u>	<u>2,323,000</u>

EXPENDITURES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: COUNTY CLERK-RECORDER
(03300)
Function: Public Protection
Activity: Other Protection
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	688,146	778,692	760,010	760,010
710103 Extra Help	56,558	30,000	30,000	30,000
710107 Premium Pay	1,144	0	0	0
710200 Retirement	269,009	321,449	315,671	315,671
710300 Health Insurance	114,343	131,769	152,138	152,138
710400 Workers' Compensation Insurance	5,319	6,862	33,126	33,126
710500 Other Benefits	600	600	600	600
TOTAL SALARIES & EMPLOYEE BENEFITS	1,135,118	1,269,372	1,291,545	1,291,545
SERVICES & SUPPLIES				
720300 Communications	13,810	6,060	6,000	6,000
720600 Insurance	1,065	1,395	1,410	1,410
720800 Maintenance - Equipment	490	5,000	5,000	5,000
721100 Memberships	1,750	1,800	2,000	2,000
721200 Miscellaneous Expenses	54	0	0	0
721300 Office Expense	12,753	20,000	20,000	20,000
721400 Professional & Specialized Services	66,502	80,000	80,000	80,000
721600 Rents & Leases - Equipment	51	0	0	0
721701 Rents & Grants	5,258	6,000	6,000	6,000
721900 Special Departmental Exp	0	60,000	60,000	60,000
722000 Transportation & Travel	3,105	14,000	14,000	14,000
TOTAL SERVICES & SUPPLIES	104,839	194,255	194,410	194,410
OTHER CHARGES				
730330 Rents & Leases - Principal	6,205	6,000	6,000	6,000
TOTAL OTHER LEASES & EXPENSES	6,205	6,000	6,000	6,000
INTRAFUND EXPENSES				
770100 Intrafund Expense Account	0	5,987	6,000	6,000
TOTAL INTRAFUND EXPENSES	0	5,987	6,000	6,000
<u>TOTAL EXPENDITURES</u>	<u>1,246,162</u>	<u>1,475,614</u>	<u>1,497,955</u>	<u>1,497,955</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,938,501)</u>	<u>(1,147,886)</u>	<u>(825,045)</u>	<u>(825,045)</u>

COUNTY CLERK-RECORDER

COMMENTS

COUNTY CLERK – This division files and maintains records of fictitious business name statements and powers of attorney of sureties; issues marriage licenses, officiates at civil marriage ceremonies at the discretion of the County Clerk; administers oaths to elected and appointed officers, and notaries public; files notary bonds; files environmental notices; registers legal document assistants and process servers.

RECORDER – This division is responsible for recording, archiving, and retrieving the County’s land documents, comprised primarily of those which document property ownership and fiscal responsibility. Documents are recorded, scanned, indexed, and then filmed and compared, after which the original documents are returned to the customer as requested. Fees for recording documents and required documentary transfer taxes are collected. Copies of recorded documents are prepared upon request and an appropriate fee is collected. This division maintains vital records for births, deaths, and marriages for Madera County, and issues certified copies of those records.

WORKLOAD

	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
<u>Recorder</u>			
Births scanned/indexed (includes historical)	6,988	5,000	5,000
Deaths scanned/indexed (includes historical)	2,679	1,000	1,000
Marriages registered/scanned/indexed	720	700	700
Maps recorded	55	60	60
Microfilming daily records (frames)	197,785	200,000	200,000
Scanned/indexed/verified (frames)(backfile)	103,524	125,000	125,000
Recorded and Filed Documents	42,739	40,000	40,000
Copies prepared (plain, certified, and no fee)	3,723	3,500	3,500
Certified copies of birth, death, marriage records	5,651	5,000	5,000
Certified copies for Veterans services	0	5	5
CD w/data or images (copied for sale)/FTP annual subscriptions	25/60	25/60	25/60
Social security truncation/redaction project (beginning w/1980 records) (documents processed)	45,831	45,000	45,000
Certified copies – confidential marriages	75	50	50
Marriage licenses issued (public and confidential)	778	750	750
Fictitious Business Statements filed	723	700	700

COUNTY CLERK-RECORDER

WORKLOAD (continued)

	<u>Actual</u> 2021-22	<u>Estimated</u> 2022-23	<u>Projected</u> 2023-24
<u>County Clerk (continued)</u>			
Fictitious business statement renewal notices	675	650	650
Notary oaths administered/bond filed	101	100	100
Civil Marriages performed	0	50	50
Notices of Determination/exemption filed	144	150	150
Documents acknowledged/copies prepared	236	230	230
Registration of legal document assistants/process servers	18	18	18

ESTIMATED REVENUES

Recorder Revenue

610990 **Documentary Transfer Tax** (\$1,500,000) is recommended unchanged based on anticipated revenue collected for documentary transfer tax on all recorded conveyances. Documentary transfer tax is imposed on all conveyances when the consideration or value of property conveyed exceeds \$100 at the rate of \$0.55 for each \$500 or fractional part thereof. This amount reflects the estimated \$1,235,000 to be collected in documentary transfer tax collected on all Unincorporated conveyances; with approximately \$200,000 disbursed to the City of Madera and \$65,000 to the City of Chowchilla for transfers within those jurisdictions.

661600 **Recording Fees** (\$600,000) is recommended decreased based on anticipated loss in revenue generated and allocated to the County Recorder for recordings, map filings, vital record copies and official record copies. A decline in property sales has been observed reducing the number of official documents recorded. Additionally, the closure of Madera Community Hospital has drastically reduced the number of births and deaths registered in the County, and therefore reduced the number of certified copies of these records sold. The total amount of Recorder Fees collected is estimated to be \$2,000,000 which includes the net revenue collected by the Clerk division of \$50,000. An estimated total of \$1,284,500 will be disbursed to various state and local accounts: M&D, Domestic Violence, Fish & Game, VRIP, State Treasurer, C&M, CDPH Vital Statistics, Vital Statistics Trust, Child Abuse Prevention Program, Umbilical Cord Program, Missing Persons DNA Program, and Building Homes & Jobs Act Funds as required by law.

ESTIMATED REVENUES (continued)

Entity Receiving Funds	Approximate Amount to be Disbursed
C & M (HSC 103625(c); FC 1852 & 509; state general fund for Family Law Trust Fund)	\$5,000.00
Child Abuse Prevention Program (HSC 103625(b)(1), WIC 18965, state)	\$8,000.00
Umbilical Cord Program (HSC 103625(b)(a), HSC 1628, state)	\$5,000.00
Missing Persons DNA Program (Penal Code 14251, State DOJ)	\$1,500.00
Building Homes & Jobs Act – State	\$1,100,000.00
Building Homes & Jobs Act – County	\$60,000.00
Domestic Violence Prevention (GC 26840.7, WIC 18305, local)	\$15,000.00
M&D (GC 26840, 26840.1 & HSC 10043, state)	\$2,000.00
Fish & Game - State	\$40,000.00
VRIP – Vital Statistics Trust (HSC 103625(f)-(g), FC 509, local)	\$18,000.00
State Registrar of Vital Statistics S.R.V.S. (HSC 103525.5, FC 509, state)	\$30,000.00

673700 **Cash Overages** (\$1,000) is recommended. Funds will only be generated in the event of overpayments of less than \$10.00 on any single transaction.

680200 **Operating Transfers In** (\$202,000) is recommended unchanged. Revenue is transferred in from the Modernization Trust Fund (\$110,000), the Micrographics Trust Fund (\$20,000), the Social Security Truncation Trust Fund (\$30,000), the E-Recording Trust Fund (\$25,000), and the Vital Records Improvement Trust Fund (\$17,000) to reimburse the general fund for expenditures associated with allowable activities.

COUNTY CLERK REVENUE

620700 **Other Licenses & Permits** (\$16,000) is recommended unchanged. This amount reflects the anticipated revenue collected from the sale of public and confidential marriage licenses that is allocated to the County Clerk.

COUNTY CLERK REVENUE (continued)

662700 **Other Charges** (\$4,000) is recommended unchanged. This amount reflects the revenue collected from the sale of public and confidential marriage licenses that is collected by the County Clerk for the purpose of maintaining the family conciliation court or conciliation and mediation services as described in GC 26840.3.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$760,010) is recommended decreased based on the cost of recommended staffing.

710103 **Extra Help** (\$30,000) is recommended unchanged based on the estimates to complete the indexing/verifying of documents included in the social security truncation project which is offset with Truncation Trust Funds

710200 **Retirement** (\$315,671) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$152,138) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$33,126) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$6,000) is recommended unchanged based on actual expenditures and on contractual increases. Expenses include costs for Verizon data plans (\$1,380 annually); secondary Internet connection via Comcast (\$1,680 annually); and fees incurred for telephone services from CenCal. The alarm monitoring expense is reimbursed from the Modernization Fund (\$500).

720600 **Insurance** (\$1,410) reflects the County's anticipated contribution to the County's Self-Insured Liability Program.

720800 **Maintenance - Equipment** (\$5,000) is recommended unchanged. Amount based on actual expenditures for all maintenance and repairs on cameras, microfilm readers and printer, network printers in the department, receipt and label printers, etc., including items covered by an annual service agreement, or repaired on an as-needed basis. All expenditures directly related to Recorder Functions will be reimbursed from the Recorder Micrographics and the Recorder Modernization Funds.

COUNTY CLERK-RECORDER

SERVICES & SUPPLIES (continued)

- 721100** **Memberships** (\$ 2,000) is recommended increased to cover costs of memberships in the California Association of Clerks and Election Officials (\$1,000) and the County Recorders' Association of California (\$1,000).
- 721300** **Office Expense** (\$20,000) is recommended unchanged for the cost of periodicals, printer supplies, and general office supplies; actual expense for the purchase of banknote paper (for issuance of certified copies of vital records) is reimbursed from the Vital Records Improvement Program (VRIP) funds. Expenses for custom, die-cut labels and custom ribbon for creating recording labels is reimbursed from the Modernization Fund. Total reimbursement from Funds is estimated at 50% of expenses in this account.
- 721400** **Professional & Specialized Services** (\$80,000) is recommended unchanged for various annual software maintenance fees associated with the document management system in the Clerk-Recorder division and expenses for processing film of recorded documents and vital records. Services directly related to Recorder are reimbursed from the Micrographics Fund and the Modernization Fund.
- 721701** **Rents – Grants** (\$6,000) is recommended unchanged for rental of space in an underground vault to archive the microfilmed official recorded documents and is fully reimbursed from Micrographics Fund. (formerly account 721700)
- 721900** **Spcecial Departmental** (\$60,000) is recommended unchaged to fund anticipated costs related hardware, software and supplies for the satellite office location and other related costs. Applicable expenditures will be reimbursed from trust fund revenue at the end of the year.
- 722000** **Transportation & Travel** (\$14,000) is recommended unchanged to fund required travel to annual conferences and New Law workshops for both Clerk and Recorder, Clerk and Recorder legislative committee meetings, and additional training for new staff. Any expense attributed solely to Recorder is reimbursable from the Recorder Modernization Fund.

*The department will report all expenses to be reimbursed from Recorder Modernization, Micrographics, Truncation, E-Recording and Vital Records Improvement Project funds, as identified above, on an annual basis for appropriate transfers from each fund.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$6,000) is recommended to reflect ongoing expenditures for the department's copier lease.

OTHER CHARGES (continued)

770100 **Intrafund Expense** (\$6,000) is recommended to fund the house phones and VOIP services for the Clerk and Recorder divisions at the following rates: \$39.99 per user/per month, \$15.00 per conference phone/per month, plus taxes of approximately \$1.00 per line per month.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: COUNTY CLERK-RECORDER
(03300)
Function: Public Protection
Activity: Other Protection
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II or					-	-	
3353	Sr. Accounting Technician	0.5	-	0.5	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	0.5	-	0.5	-	-	-	
3122	Chief Assistant County Clerk-Recorder	1.0	-	1.0	-	-	-	
3194	Division Director Clerk Recorder Services	1.0	-	1.0	-	-	-	
1007	County Clerk-Recorder	0.5	-	0.5	-	-	-	
4637	Deputy Clerk-Recorder I or							
4638	Deputy Clerk-Recorder II	6.0	-	5.0	1.0	(1.0)	1.0	A
3726	Senior Deputy Clerk-Recorder	1.0	-	1.0	-	-	-	
4222	Executive Assistant to the Dept. Head	0.5	-	0.5	-	-	-	
TOTAL		11.0	-	10.0	1.0	(1.0)	1.0	

NOTES:

A A Deputy Clerk-Recorder position is recommended to be moved from Clerk-Recorder to Elections (03330) to more accurately reflect the ongoing workload associated with meeting statutory requirements in elections. This change will not result in an increase to the net county cost or the number of FTE's in the Department.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department:

Function:
 Activity:
 Fund:

CLERK-RECORDER
 ELECTIONS (03330)
 General
 Elections
 General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	398,432	2,750	2,750	2,750
TOTAL INTERGOVERNMENTAL REVENUE	398,432	2,750	2,750	2,750
CHARGES FOR CURRENT SERVICES				
660500 Election Services	57,953	143,800	7,500	7,500
TOTAL CHARGES FOR CURRENT SERVICES	57,953	143,800	7,500	7,500
MISCELLANEOUS REVENUE				
672000 Other Sales	13	50	50	50
673000 Miscellaneous Revenue				
TOTAL MISCELLANEOUS REVENUE	13	50	50	50
OTHER FINANCING SOURCES				
680200 Operating Transfers In (Clerk Trust)	7,758	15,000	10,000	10,000
TOTAL OTHER FINANCING SOURCES	7,758	15,000	10,000	10,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>464,156</u>	<u>161,600</u>	<u>20,300</u>	<u>20,300</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	427,166	500,698	568,827	568,827
710103 Extra Help	72,577	155,000	145,000	145,000
710105 Overtime	1,306	1,000	1,500	1,500
710107 Premium Pay	330	0	0	0
710200 Retirement	184,738	208,556	238,032	238,032
710300 Health Insurance	80,626	83,853	121,710	121,710
710400 Workers' Compensation Insurance	3,139	4,049	4,533	4,533

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department:

Function:
Activity:
Fund:

**CLERK-RECORDER
ELECTIONS (03330)
General
Elections
General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SALARIES & EMPLOYEE BENEFITS (continued)				
710500 Other Benefits	600	600	600	600
TOTAL SALARIES & EMPLOYEE BENEFITS	770,482	953,756	1,080,202	1,080,202
SERVICES & SUPPLIES				
720300 Communications	1,377	3,000	3,000	3,000
720600 Insurance	586	767	775	775
720800 Maintenance - Equipment	17,266	17,500	18,500	18,500
721100 Memberships	0	275	275	275
721300 Office Expense	4,336	16,600	16,600	16,600
721400 Professional & Specialized Services	94,181	98,000	98,000	98,000
721500 Publications & Legal Notices	11,771	9,500	7,500	7,500
721601 Rents & Leases - Co Vehicles	519	1,000	500	500
721701 Rents - Grants	1,895	6,000	7,500	7,500
721900 Special Departmental Expense	624,309	362,100	360,000	360,000
722000 Transportation & Travel	7,344	10,000	10,000	10,000
TOTAL SERVICES & SUPPLIES	763,584	524,742	522,650	522,650
INTRAFUND EXPENSE				
770100 VOIP	0	3,828	3,828	3,828
TOTAL INTRAFUND EXPENSE	0	3,828	3,828	3,828
<u>TOTAL EXPENDITURES</u>	<u>1,534,066</u>	<u>1,482,326</u>	<u>1,606,680</u>	<u>1,606,680</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,069,911</u>	<u>1,320,726</u>	<u>1,586,380</u>	<u>1,586,380</u>

ELECTIONS

COMMENTS

The Elections Division is under the jurisdiction of the County Clerk-Recorder, with the responsibility of conducting most elections held within the county. Ongoing duties include: voter registration and maintenance of registration lists and records; preparation of precinct and district maps; verification of signatures on petitions; filing campaign disclosure statements and statements of economic interests. During an election season, duties include: ballot layout and acquisition; preparation/mailing of vote-by-mail ballots; processing voted ballots for tabulation; procurement, training and payment of poll workers; acquisition of polling sites; preparation of polling place supplies; and programming/deploying HAVA-compliant voting equipment.

WORKLOAD – Elections Conducted

		<u>Actual 2021-22</u>	<u>Actual 2022-23</u>	<u>Projected 2023-24</u>
9/14/21	California Gubernatorial Recall Election Major; 72 Precincts, 7 Vote Centers/1 Mobile 70,395 registered voters	1		
11/2/21	Special Municipal Election – City of Madera Minor; 3 Precincts, 1 Vote Center 2,393 registered voters	1		
6/7/22	Statewide Direct Primary Election (Mid-Term) Major; 33 Precincts, 8 Vote Centers/1 Mobile 73,000 registered voters	1		
11/8/22	General Election (Mid-Term) Major; 59 Precincts, 8 Vote Centers/1 Mobile 73,000 registered voters		1	
3/7/24	Presidential Primary Election (Party Primary) 59 Precincts, 8 vote centers/1 Mobile 75,000 registered voters			1

ELECTIONS

ESTIMATED REVENUES

- 654000** **State - Other** (\$2,750) is recommended based on expected reimbursement claims from the State.
- 660500** **Election Services** (\$7,500) is recommended based on past experience for services in this division.
- 672000** **Other Sales** (\$50) is recommended based on expected fines for late campaign disclosure filings.
- 673000** **Miscellaneous Revenue** (\$0) is recommended as there is no foreseeable miscellaneous revenue.
- 680200** **Operating Transfers In (Clerk Trust)** (\$10,000) is recommended based on expected reimbursements for candidate statements printed at the expense of the candidates.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$568,827) is recommended increased based on the cost of recommended staffing. The Department is recommending that one Deputy Clerk-Recorder I/II be transferred from Clerk-Recorder (03310) to this budget to more accurately reflect the ongoing workload associated with meeting statutory requirements in Elections. This change will not result in an increase to the net county cost or the number of FTE's in the Department.
- 710103** **Extra Help** (\$145,000) is recommended decreased based on staffing needs in Elections and costs associated with vote center worker pay for the March 2024 Presidential Primary Election.
- 710105** **Overtime** (\$1,500) is recommended unchanged. Overtime is requested to allow for any payouts due to additional hours worked during an election.
- 710200** **Retirement** (\$238,032) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$121,710) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$4,533) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

ELECTIONS

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is recommended unchanged based on cost experience in this account.
- 720600** **Insurance** (\$775) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$18,500) is recommended increased based on current contract costs for hardware maintenance/warranty for voting equipment (Dominion Voting Systems) and increased maintenance costs for VBM envelope printer (Neopost).
- 721100** **Memberships** (\$275) is recommended increased for memberships in election related associations.
- 721300** **Office Expense** (\$16,600) is recommended unchanged based on cost experience for general office supplies and the cost of the postal permits.
- 721400** **Professional & Specialized Services** (\$98,000) is recommended unchanged based on costs for software lease for DFM, NetFile, Digital Attic, Scytll, CradlePoint, and Dominion Voting Systems.
- 721500** **Publications & Legal Notices** (\$7,500) is recommended unchanged based on past-experience in this account. Limited local newspaper access forces required legal notice publication by larger newspapers at higher costs.
- 721601** **Rents & Leases – Co Vehicle** (\$500) is recommended decreased based on past-experience and provides a minimal allowance of use of County vehicles by staff for association training, vote center representative training, voter outreach/education, mileage, and election related travel as it becomes necessary.
- 721701** **Rents** (\$7,500) is recommended for the rental of vote center locations for the March 2024 Presidential Primary Election.
- 721900** **Special Departmental Expense** (\$360,000) is recommended decreased based on past-experience in this account.
- 722000** **Transportation & Travel** (\$10,000) is recommended based on past-performance in this account. Funds remain necessary to provide travel for Voter's Choice Act meetings, elections legislative meetings, new law workshops, provide for staff training which affects the conduct of elections and in garnering ideas on saving on election costs, and to cover costs associated with mandatory Election Center Certification.

SERVICES & SUPPLIES (continued)

770100 **Intrafund Expense Account** (\$3,828) is recommended added to cover costs associated with house phones/VOIP based on documentation provided by the Information Technology Department on February 16, 2022.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **CLERK-RECORDER
ELECTIONS (03330)**
Function: **General**
Activity: **Elections**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II or							
3353	Sr. Accounting Technician	0.5	-	0.5	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	0.5	-	0.5	-	-	-	
1007	County Clerk-Recorder	0.5	-	0.5	-	-	-	
4637	Deputy Clerk-Recorder I or							
4638	Deputy Clerk-Recorder II	2.0	1.0	3.0	-	1.0	(1.0)	A
4141	Division Director of Elections	1.0	-	1.0	-	-	-	
3726	Senior Deputy Clerk-Recorder	1.0	-	1.0	-	-	-	
4216	Clerk-Recorder/Elections Education & Outreach Coordinator	1.0	-	1.0	-	-	-	
4222	Executive Assistant to the Dept. Head	0.5	-	0.5	-	-	-	
TOTAL		7.0	1.0	8.0	-	1.0	(1.0)	

NOTES:

A A Deputy Clerk-Recorder position is recommended to be moved from Clerk-Recorder (03310) to Elections to more accurately reflect the ongoing workload associated with meeting statutory requirements in elections. This change will not result in an increase to the net county cost or the number of FTE's in the Department.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: Mail Room (County Clerk)
 (02120)
 Function: General
 Activity: Other General
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	4,127	2,500	2,500	2,500
TOTAL CHARGES FOR CURRENT SERVICES	4,127	2,500	2,500	2,500
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	25,964	25,000	25,000	25,000
TOTAL MISCELLANEOUS REVENUE	25,964	25,000	25,000	25,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>30,091</u>	<u>27,500</u>	<u>27,500</u>	<u>27,500</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	29,637	80,430	97,399	97,399
710103 Extra Help	30,000	0	0	0
710200 Retirement	11,260	32,663	39,554	39,554
710300 Health Insurance	6,765	23,958	30,427	30,427
710400 Workers' Compensation	514	663	696	696
TOTAL SALARIES & EMPLOYEE BENEFITS	78,176	137,714	168,076	168,076
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	0	250	350	350
721300 Office Expense	2,296	2,500	2,400	2,400
721302 Office Expense-Postage	296,186	250,000	263,000	263,000
721601 Rents & Leases - Co Vehicles	20	200	200	200
721900 Special Department Expense	0	500	500	500
722000 Transportation & Travel	0	500	500	500
TOTAL SERVICES & SUPPLIES	298,502	253,950	266,950	266,950

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **Mail Room (County Clerk)
(02120)**
Function: **General**
Activity: **Other General**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
OTHER CHARGES				
730330 Rents & Leases - Equipment	26,861	19,865	19,865	19,865
TOTAL OTHER CHARGES	26,861	19,865	19,865	19,865
INTRAFUND TRANSFERS				
770100 Intrafund Expenses	0	984	984	984
TOTAL INTRAFUND TRANSFERS	0	984	984	984
<u>TOTAL EXPENDITURES</u>	<u>403,539</u>	<u>412,513</u>	<u>455,875</u>	<u>455,875</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>373,448</u>	<u>385,013</u>	<u>428,375</u>	<u>428,375</u>

Mail Room (County Clerk)

COMMENTS

This budget funds the cost of the County's mail room services. The mail room serves all County Departments except offices located outside the immediate Madera area. The mailroom has a postage machine and a folding machine available to serve County Departments. This division is administered by the County Clerk-Recorder's Office.

ESTIMATED REVENUES

662723 Services to Other Agencies (\$2,500) is recommended based on Maintenance Districts share of postage costs.

670000 Intra-fund Revenue (\$25,000) is recommended unchanged and is based on sub-vented departments share of postage costs.

ESTIMATED EXPENSES

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$97,399) is recommended based on cost of recommended staff.

710103 Extra Help (\$0) is recommended.

710200 Retirement (\$39,554) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$30,427) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$696) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720800 Maintenance - Equipment (\$350) is recommended, increased by \$100 for potential maintenance and repairs of mail room equipment.

Mail Room (County Clerk)

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$2,400) is recommended, decreased by \$100 to fund the County's Post Office Box rental, shredder services, and other mail room supplies.
- 721302** **Office Expense - Postage** (\$263,000) is recommended, increased based on current usage for postage and mail services for all County Departments, except Social Services and offices located outside the Madera area. It should be noted that postal rates increased effective 2023 by 5%.
- 721601** **Rents & Leases – County Vehicles** (\$200) is recommended for the use of vehicles from the Central Garage.
- 721900** **Special Department Expense** (\$500) is recommended for miscellaneous Departmental supplies.
- 722000** **Transportation & Travel** (\$500) is recommended for postal training on newly required regulations and other mail room functions.
- 730330** **Rents & Leases - Equipment** (\$19,865) is recommended for leases of the internal postage meter, inserter/folder, and binding machine.

INTRAFUND EXPENSES

- 770100** **Intra-fund Expense** (\$984) is recommended increased to fund the mailroom telephone lines.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Mail Room (County Clerk)
(02120)
Function: General
Activity: Other General
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3684	Central Services Assistant	-	1.0	-	1.0	-		
3688	Central Services Worker	-	1.0	-	1.0			
4637	Deputy Clerk-Recorder I or	2.0		2.0				
4638	Deputy Clerk-Recorder II							
TOTAL		<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u> </u>	<u> </u>	

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Information Technology
00240
Function: General
Activity: Other General
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662802 Interfund Revenue - Comp Svc	242,076	291,081	304,436	304,436
TOTAL CHARGES FOR CURRENT SERVICES	242,076	291,081	304,436	304,436
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	3,042,418	3,859,004	4,183,716	4,183,716
673903 Misc Reimbursement & Refund	572	0	0	0
TOTAL MISCELLANEOUS REVENUE	3,042,990	3,859,004	4,183,716	4,183,716
OTHER FINANCING SOURCES				
680200 Operating Transfers Out	23,055	0	0	0
TOTAL OTHER FINANCING SOURCES	23,055	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,308,121</u>	<u>4,150,085</u>	<u>4,488,152</u>	<u>4,488,152</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,031,235	2,213,408	2,209,664	2,209,664
710103 Extra Help	40,098	34,820	53,423	53,423
710105 Overtime	54,019	30,000	58,000	58,000
710106 Stand-By	48,470	60,000	79,872	79,872
710200 Retirement	781,016	913,780	913,689	913,689
710300 Health Insurance	225,254	298,987	395,431	395,431
710400 Workers' Compensation Insurance	25,133	32,422	26,300	26,300
TOTAL SALARIES & EMPLOYEE BENEFITS	3,205,226	3,583,417	3,736,379	3,736,379

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Information Technology
00240
Function: General
Activity: Other General
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SERVICES & SUPPLIES				
720300 Communications	175,024	235,488	258,709	258,709
720600 Insurance	1,779	2,330	2,355	2,355
720800 Maintenance - Equipment	133,119	206,038	238,700	238,700
721200 Sales Tax	5,771	25,200	0	0
721300 Office Expense	4,980	8,900	10,000	10,000
721314 Computer Equipment <\$5,000	52,292	29,500	80,000	80,000
721400 Professional & Specialized Services	150,871	365,000	362,425	362,425
721426 Software	1,343,304	1,508,283	1,546,887	1,546,887
721500 Advertisements/Publications & Legal Notices	498	0	0	0
721600 Rents & Leases - Equipment	3	0	0	0
721900 Special Departmental Expense	25,418	0	0	0
721909 Property Tax	0	18,970	25,000	25,000
722000 Transportation & Travel	16,782	60,500	45,194	45,194
TOTAL SERVICES & SUPPLIES	1,909,841	2,460,209	2,569,270	2,569,270
OTHER CHARGES				
730302 Retirement of Capital Leases	1,725	977,437	1,063,177	1,063,177
730330 Rents & Leases - Equipment	936,733	7,125	7,817	7,817
730502 Interest on Capital Leases	14,803	0	0	0
TOTAL OTHER CHARGES	953,261	984,562	1,070,994	1,070,994
FIXED ASSETS				
740300 Equipment	14,507	67,000	65,000	65,000
TOTAL FIXED ASSETS	14,507	67,000	65,000	65,000
<u>TOTAL EXPENDITURES</u>	<u>6,082,835</u>	<u>7,095,188</u>	<u>7,441,643</u>	<u>7,441,643</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>2,774,714</u>	<u>2,945,103</u>	<u>2,953,491</u>	<u>2,953,491</u>

COMMENTS

The Office of Information Technology (OoIT) provides Information Technology (IT) services to county departments and constitutional officers in support of the County's strategic goals and objectives. The OoIT is a full-service technology provider of quality products and services. The primary functions of the department are technology solution delivery, information security governance, project management and network infrastructure management. This support includes technology recommendations; maintenance of existing application systems; design and implementation of new systems; operation of server systems; guidance regarding security and access to system data; support for voice and data telecommunications; and customer training for both application systems and office automation.

The Office of Information Technology strives to provide accurate, reliable, cost-effective information technology services to County departments to champion the integration of technology into the business processes and promote excellence in the delivery of Government services to the public. The County's Information Technology Executive Steering Committee governs the prioritization and execution of major IT projects Countywide.

Customer Service Division

The Customer Service Division (CSD) is the liaison between our customers and the Madera County Office of Information Technology department technical staff. Functions include monitoring, coordinating solutions to meet customer needs, and facilitating the restoration of normal operational services. CSD staff strives to ensure customer satisfaction and excellence by providing prompt, courteous, and effective support. CSD provides technical support for the Digital Signage throughout the County and technical support of all Board of Supervisors meetings. The mission of the CSD is to be a single point of contact, centralizing communications for the information technology problem reporting and technical assistance needs of Madera County. During Fiscal Year 2022-23, the County has added approximately 365 more network connected computers most of them moving to a mobile device including tablets and laptops, increasing the CSD PC support workload by approximately 20%. This does not take into account the number of mobile devices added which Verizon shows to be 657 lines.

CSD Major Accomplishments in 2022-23

- **Hardware Support:**
 - LandFill PC Scale Server installation and upgrade of clients: Setting up a PC scale server and upgrading clients' computers to improve hardware performance.
 - Department of Social Services Lobby Kiosk: Updating the kiosk PCs located in the Department of Social Services lobby to ensure that they are running smoothly and provide an improved customer service experience.

CSD Major Accomplishments in 2022-23 (continued)

- **Hardware Support (continued):**

- Sheriff CLIPS software update: Upgrading the software used by the Sheriff department to improve efficiency and productivity.
- 2022 Elections Imaging and Support. Our team imaged and configured 25 laptops provided by the Elections department using Microsoft's Deployment Toolkit. We conducted thorough testing to ensure quality and provided technical support during the 2022 elections.
- GrandJury new wireless gateway setup and addition of 8 devices onsite: Setting up a new wireless gateway and adding eight devices to improve network connectivity.
- Upgraded Government Center 3rd Floor Training Room
- WatchGuard infrastructure setup and support: Setting up and providing ongoing support for WatchGuard infrastructure.

- **Mobile Support:**

- Department of Social Services MobileIron Cloud new phone project setup and support: Setting up and providing ongoing support for a new phone project using the Department of Social Services MobileIron Cloud.
- Mobile device management onboarding and setup: Onboarding new mobile devices and setting up mobile device management to improve security and productivity.
- Department of Social Services MobileIron server decommission: Decommissioning an outdated Department of Social Services MobileIron server.

- **Software Support:**

- CWS 20h1 Image Wim software update: Updating the software on computers using the CWS 20h1 Image Wim to improve performance and security.
- PrinterLogic software upgrade: Upgrading the PrinterLogic software to improve printing capabilities.
- Mark43 v2 software upgrade: Upgrading the Mark43 v2 software used by law enforcement agencies to improve efficiency and productivity.
- Microsoft Teams rollout and support: Rolling out and providing ongoing support for Microsoft Teams to improve collaboration and communication.
- PrimeGov integration setup and support: Setting up and providing ongoing support for the integration of Primegov software.
- Java remediation and software update: Updating and addressing any security issues with the Java software.
- 21H2 feature security update installation and support: Installing and providing ongoing support for security updates on the 21H2 feature.

CSD Major Accomplishments in 2022-23 (continued)

- **Voice over Internet Protocol (VoIP):**
 - VoIP Address Book/Jabber updating and support: Updating the VoIP address book and providing support for Jabber.
 - Child Support Services VoIP deployment and installation: Deploying and installing Child Support Services VoIP to improve communication capabilities.
 - Justice Center VoIP deployment and installation: Deploying and installing VoIP in the Justice Center to improve communication capabilities.
 - Toshiba Child Support Services Decommission: Decommissioning an outdated Toshiba Child Support Services system.
 - Integrated Microsoft Teams with the VoIP system to enhance the feature set to include services such as 'Single Number Reach and Public Switched Telephone Network (PSTN) conferencing (Microsoft Teams)

- **Meeting Support:**
 - Training and conference meeting setup and support: Setting up and providing ongoing support for training and conference meetings.
 - Board of Supervisors live meeting support: Providing technical support for live meetings held by the Board of Supervisors.
 - Public meeting support (Civil Service, Planning Commission, etc.): Providing technical support for public meetings held by various departments.
 - Board of Supervisors on-the-road live meeting support: Providing technical support for live meetings held by the Board of Supervisors when they are on the road.

- **Account Support:**
 - Active Directory department name standardization and management: Standardizing and managing department names in Active Directory to improve organization and management.
 - Active Directory computer object cleanup (over 4000 stale objects on new and old domains): Cleaning up and removing outdated computer objects in Active Directory to improve performance and security.

- **Customer Service:**
 - On-call first response support: Providing first response support to resolve technical issues as quickly as possible.
 - Bookings expansion and support: Expanding and providing ongoing support for the Bookings service to improve scheduling and booking capabilities.

CSD Anticipated Projects in 2023-24

- **Intune Mobile Device Management Project:** Implementation of the Intune Mobile Device Management tool to improve control and reporting capabilities of devices such as laptops, smartphones, and tablets, enabling remote management of device settings, policies, and software updates, and enhancing data security and compliance.
- **Conference Room Modernization (1st Phase):** Implementation of a teleconferencing solution as well as upgrades existing technology in conference rooms and common areas to support hybrid meetings at the Government Center, with high-quality audio and video systems that can integrate with various conferencing platforms such as Zoom, Teams, or WebEx, improving communication and collaboration between remote and on-site participants.
- **BHS VoIP Rollout:** Deployment of Voice over Internet Protocol (VoIP) technology for Madera County Behavioral Health, upgrading their analog phone system to VoIP, with advanced features like call routing, voicemail, and unified messaging.
- **Computer Refresh Project (1st Phase):** Replacement of outdated PCs with newer models, with faster processing speeds and more storage capacity, improving system performance and providing the latest software and security features.
- **Lenel OnGuard Upgrade:** An upgrade to our badge access control, Lenel OnGuard. The upgrade will include additional licensing to expand the capabilities of our system, and a web interface for efficient management by Human Resources and Maintenance personnel. This will improve our badge management and provide a streamlined experience for our departments that use the platform to manage the Madera County facilities.
- **Treasurer-Tax Collector's Office - Megabyte Check Scanners:** Assist the Treasurer-Tax Collector's Office in the deployment of Megabyte Check Scanners.

Infrastructure Support Division

The Infrastructure Support Division (ISD) designs, implements, secures, and maintains computing, communications, connectivity, network, and systems services to departments within the organization. This includes the delivery of reliable, stable, and flexible state-of-the-art communications architecture to each county division and employee. Our services allow the organization to access applications to communicate internally, or externally with stakeholders. Through centralized support of network engineering, server infrastructure, and mass storage, ISD frees county departments to better serve the public. More specifically our services include, but are not limited to:

- Router, Switch, and Firewall infrastructure design, security and configuration
- Server Administration – system health monitoring, patch management, access control
- Server Virtualization – Private cloud host configuration and maintenance, Storage Area Network (SAN) administration, and Virtual Machine (VM) provisioning
- Infrastructure Security – network access control, risk analysis, vulnerability assessment, backup, SPAM, and encryption

Infrastructure Support Division (continued)

- Directory Service Administration – Campus site integration, user authentication, host address schemes (DHCP), Domain Name Service (DNS), and group policy and security group management
- Email Management – Architectural upkeep and expansion, database health, distribution list administration, and email retention.
- Equipment lifecycle management and network capacity planning
- ISD strives to build cost-effective technological solutions to fit the unique environment of each business unit. Doing so, we foster an enterprise way of thinking and leverage economies-of-scale whenever possible. It's our mission to deliver an agile infrastructure which allows the organization to quickly adapt to the ever-changing landscape of technology.

ISD Major Accomplishments in 2022-23

- Redundant Internet
- Internet Protocol Address Management (IPAM) - Infoblox
- Maintenance End of Life Radio RPL
- Software Defined Access (SDA) Optimization
- Application Centric Infrastructure (ACI) Optimization
- VMWare Upgrade
- Sheriff Data Center Virtualization
- ILO Implementation
- End of Life - Member Server Continuation
- Advanced Group Policy Management (AGPM) Refresh
- Elections CA – Secure Build
- Justice Center – Network Phase 1
- Decommissioning of Network Policy Servers (NPS) and Migration to Identify Services Engine (ISE)
- Microsoft Teams Video Call Optimization
- Network Optimization and Remediation
- Integration of Firewall Management Center and ISE
- Sheriff's Office - Wireless Access Upgrade Project

ISD Anticipated Projects in 2023-24

- WAN Virtual Route Forwarding (VRF) - Switch Expansion
- NetBrain Expansion
- Network Uninterruptible Power Supplies (UPS) Modernization
- Sheriff's Office – Department of Justice Firewall Replacement
- Madera County Edge Firewall Replacement
- Madera County Courts Firewall
- Microwave WAN Replacement
- Redundant WAN /Internet Lines
- Software Defined Wide Area Network (SDWAN)
- Backup Radio Readiness
- Backup/Mobile Cellular Network
- Keyboard Video Mouse (KVM) Modernization
- Netapp Share Domain Services
- Nimble End of Life Storage Replacement
- Data Center/Intermediation Distribution Frame (IDF) Temperature Monitoring Modernization
- Synology Mirrored Backup Site
- Public Health - Wireless Connection - Gould School

Application Support Division

The Applications Support Division (ASD) provides Enterprise Application System Support, Business Analysis and Business Process Improvement, E-Government Support, and Business System Design Solutions. The Enterprise Business Services team strives to ensure customer satisfaction by connecting and utilizing technology to improve business processes and efficiencies. The mission of the ASD is to support the business needs and improve the business processes of the County through the implementation and support of technology.

ASD Major Accomplishments for 2022-23

- Implementation of Laserfiche portal
- Deployment of the Budget adjustment form utilizing Laserfiche
- Work with Public Health to Increase utilization of Laserfiche to identify workflows and procedures best fit for Digital storage.

ASD Major Accomplishments for 2022-23 (continued)

- Development of an interim solution for CalSaws file processing in anticipation of retiring the legacy Department of Social Services Central Index system
- Provide and increase Microsoft 365 training opportunities for County Staff
- Deployment of Microsoft Teams for all County Staff and increase its utilization.
- SharePoint infrastructure.
- Established Microsoft 365 Governance team.
- Assisted with the implementation of PrimeGov
- Develop a NeoGov Application Programming Interface (API) script for testing integration with other systems.
- Commvault Modernization bringing SQL databases backups up to standardization.
- Assist in the development and implementation of the new Madera County Homeless Website

ASD Anticipated Projects for 2023-24

- Implement an Enterprise Contracts Management system
- Assist in the development of an Insurance Approval Form for County Contracts
- Enterprise Digital Signatures – County Contracts
- Deployment of new tools within ServiceNow
- Move all Department of Social Services Central Index procedures to Finance Enterprise and retire the legacy Central Index System
- Deploy new Sharepoint Online integrations for departments.
- Assist with the deployment of Environmental Health modules in POSSE.
- Assist with the deployment of Water & Natural Resources modules in POSSE.
- Deploy a redesign of County website.
- Assist with the deployment of a Facilities Management Service Request and Tracking system
- Assist with the deployment of a County Counsel Service Request system.
- Implement a Web Content and Accessibility Plan and establish an ongoing training program for County Content Management staff and the Public Information Team
- Provide technical support and assist Auditor's Office in the Engagement System Upgrade or Replacement

INFORMATION TECHNOLOGY

Geographic Information Systems

The Geographic Information Systems (GIS) Division supports and maintains the County's geographic data, provides mapping and geographic analysis services. The services available to the public include several internet applications that provide access to property, election, health and human services information and emergency services information. It also provides tools to allow County departments to view County system data while in the field. The Office of Information Technology, GIS Division maintains the GIS infrastructure, the enterprise licensing required for the County to operate a Countywide GIS program and manages the geodatabase. The GIS Division works collaboratively with County departments to maintain accurate GIS Data and to provide departmental mapping applications.

Major Accomplishments in 2022-23

- Finalize all Election Layer updates from all districts in County Geodatabase per US Census redistricting efforts.
- New mobile solutions utilizing ArcGIS Online
- Development of storm tracking tool utilizing Servey123
- Assist departments with the development of ArcGIS Online StoryMaps such as the PH Homeless assessment.
- Implement new Parcel Fabric Geodatabase
- Developed new Sheriff's Beat boundaries.
- Migrate GIS users to ArcGIS Pro
- Update GIS Geodatabase

GIS Anticipated Projects for 2023-24

- Deployment of new tools utilizing the new Parcel Fabric
- Deploy new Mobile services tools.
- Develop Broadband availability ArcGIS Online app.
- Continue to review and audit county layers to comply with up-to-date standards

DEPARTMENT WORK PROGRAM

	Actual <u>2021-22</u>	Estimated <u>2022-23</u>	Projected <u>2023-24</u>
Supported Individual Computer	1,818	1,870	1,900
Support for Help Desk (# of Calls)	19,363	20,000	20,000

INFORMATION TECHNOLOGY

ESTIMATED REVENUES

- 662802** **Interfund Revenue Computer Services** (\$304,436) is recommended increased \$13,355 for charges to other departments for Information Technology.
- 670000** **Intrafund Revenue** (\$4,183,716) is recommended increased \$324,712 for charges to other departments for Information Technology.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,209,664) are recommended decreased \$ 3,744 to fund permanent salaries.
- 710103** **Extra Help** (\$53,423) is recommended increased \$18,603 to fund extra help salaries.
- 710105** **Overtime** (\$58,000) is recommended increased \$28,000 to work after hours to repair computers, perform required system upgrades, and correct system malfunctions to minimize disruption to County staff. There are some tasks that impact network access and should be completed outside of regular business hours to minimize impact to County business processes.
- 710106** **Stand-By** (\$79,872) is recommended increased \$19,872 to provide call-out support for 24/7 operations using network installations, such as the Sheriff's Department, Child Protective Services, Elections, Department of Corrections, and Juvenile Hall.
- 710200** **Retirement** (\$913,689) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$395,431) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$26,300) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$258,709) is recommended increased \$23,221. This account provides funding for the Department’s on-going telephone and fax needs, monthly charges for cell phones and wireless devices of Information Technology staff members, cell phones, and operating cost of the Wide-Area Network.

Communications – Recurring Costs

\$ 3,000	Telephone
\$ 5,400	Cell Phones and Wireless Devices – Public Information Team
\$ 20,000	Cell Phones and Wireless Devices – Information Technology
\$ 79,324	Wide Area Network Charges
\$ 27,255	Network Charges Health and Human Services Campus
\$ 7,200	Ranchos Facility
\$ 3,600	Public Health Department – Chowchilla
\$ 3,600	Behavioral Health Department
\$ 21,600	Vast Network - Oakhurst Campus
\$ 18,000	Justice Center
\$31,512	Redundant Internet Service – County Government Center
\$ 6,600	Redundant Internet Service – Health and Human Services
\$ 12,000	Redundant WAN Links

Communications - New Recurring Costs

\$ 12,518	WAN upgraded Network charges for Almond Ave and Courts
\$ 500	AIRN
\$6,600	Redundant Internet Service – Justice Center

720600 **Insurance** (\$2,355) reflects the Department’s contribution to the County’s Self-Insured Liability Program.

720800 **Maintenance - Equipment** (\$238,700) is recommended increased \$32,662 This account provides for the maintenance of WAN Equipment and maintenance of enterprise equipment.

720800 Maintenance – Equipment (continued)

Maintenance – Equipment – Recurring Costs

\$ 5,000	Repair of Computers & Diagnostic Equipment
\$ 1,000	System Upgrades
\$ 6,700	Mass Storage Annual Maintenance and Support
\$ 50,000	Uninterrupted Power Supplies (UPS) - Data Center
\$ 1,500	Uninterrupted Power Supplies (UPS) – Desktop Computers
\$ 3,500	Kemp Technologies Load Balancer
\$ 15,000	Data Center/Intermediation Distribution Frame (IDF) Remediation
\$ 5,000	New Domain Controllers
\$ 60,000	Server Operating System & Support Renewals
\$ 20,000	Virtualization Maintenance License
\$ 9,000	Ethernet/Fiber/Layer 1 - Maintenance, Upgrade, Expansion, and Modernization
\$ 5,000	WAN/LAN Hardware Maintenance

Maintenance – Equipment – New Recurring Costs

\$ 52,000	Board Audio Video Equipment Maintenance
\$ 5,000	Data Center and Intermediation Distribution Frame (IDF) Temperature Monitoring Modernization

721300 Office Expense (\$10,000) is recommended increased \$1,100 to fund office supplies and Domain Registrations.

\$ 7,000	Office Supplies
\$ 3,000	Domain Registration

721314 Computer Equipment<\$5,000 (\$80,000) is recommended increase \$50,500 to replace the following computer equipment:

\$ 60,000	General Computer Supplies Replacement – Cables, Monitors, USB, HDMI Adapter, Docking Stations, RAM, Computer Hard Drives
\$ 5,000	Repair of Computer Equipment – Microsoft
\$ 10,000	Server and Storage Hardware
\$ 5,000	Ethernet/Fiber cables for servers and/or Network Equipment

721400 **Professional & Specialized Services** (\$362,425) is recommended decreased \$2,575 to fund following services:

Professional Services – Recurring Costs

\$ 15,000	External Consulting Services & Support
\$ 10,000	Special Vendor T&M Services & Support – Sheriff Emergency Services
\$ 25,000	ECS Support
\$ 120,000	Microsoft Annual Support Pack – Consulting
\$ 15,000	Netapp Share Permissions Services
\$ 5,000	Central Cal Communications
\$ 2,500	Adaptive Integration
\$ 35,000	ManagedNow – Professional Services to continue support and optimization for ServiceNow

Professional Services – New Costs

\$ 20,000	Web Content External Assessment and Training (One Time Cost)
\$ 19,925	SD-WAN – Configuration Services at Behavioral Health Services – 7 th Street Site
\$ 95,000	Microsoft Services – Legacy Domain Decommission (One Time Cost)

721426 **Software** (\$1,546,887) is recommended increased \$38,604 to fund the following:

Software – License, Maintenance, and Subscription Services – Recurring Costs

\$ 259,837	Megabyte Software
\$ 25,000	Site Improve
\$ 40,000	Microsoft Azure Hosting Subscription Services Fees
\$ 731,652	Microsoft Enterprise Agreement (EA)
\$ 13,250	Exclaimer – Email Signature Software
\$ 12,000	Printer Logic
\$ 9,000	Archive Social – social media archival tool
\$ 30,000	Adobe Licenses
\$ 115,500	ESRI Software – New – Renewal of GIS Software
\$ 62,000	LaserFiche Software Maintenance
\$ 5,000	WebEx Meeting Licenses

721426 Software (continued)

Software – License, Maintenance, and Subscription Services – Recurring Costs (continued)

\$ 48,500	Training Subscription Services
\$ 12,000	Help Desk software annual fee
\$ 25,000	IP Address Management Tool
\$ 12,000	Granicus Internet Website Hosting
\$ 7,672	SmartSheet
\$ 40,576	PrimeGov
\$ 2,000	Wireless Heat Map Software
\$ 50,000	ServiceNow Licenses
\$10,500	PDQ Deploy/Inventory

Software – License, Maintenance, and Subscription Services- New Costs

\$ 20,000	Lenel OnGuard Upgrade HVAC and Badging Interface System Upgrade (One Time Cost)
\$ 2,000	Tree Size Pro (Recurring)
\$ 2,400	Zoom Professional Licenses (Recurring)
\$11,000	Digital Signatures (Recurring)

721909 Property Tax (\$25,000) is recommended increased \$6,030 to pay property tax on capital lease equipment.

722000 Transportation & Travel (\$45,194) is recommended decreased \$15,306 to provide staff training and reimbursement for personnel use of personal vehicles. Information Technology staff are routinely involved in the deployment and support of new, changing technology and equipment and are currently supporting \$14,560,000 of existing technical capital assets. In addition, Information Technology staff are continuously supporting County users with ever changing technical needs. In order to deploy, support, and optimize technology, ongoing training and learning opportunities must be provided to Information Technology staff.

\$ 15,300	Cisco Live Conference
\$ 4,140	VMWare Explore Conference
\$ 3,000	Ignite Conference
\$ 7,500	ServiceNow Conference
\$ 5,250	CCISDA Conference
\$ 6,604	GIS – Users Conference

INFORMATION TECHNOLOGY

722000 Transportation & Travel (continued)

\$ 3,000 Laserfiche Empower Conference
\$ 400 Employee Mileage (This is for employee mileage when supporting external campus sites)

OTHER CHARGES

730330 Principal (\$1,063,177) is recommended increased \$85,740 and is used to pay rent on capital lease equipment.

The current outstanding capital leases are as follows:

\$ 3,721 Dell Lease (014) Board Chambers Equipment (Five Year Lease – Final Payment: July 2023)
\$ 9,466 Bank of America Public Capital – Computer Replacement Project (Three Year Lease – Final Payment: July 2023)
\$ 513,330 ConvergeONE Financial Services - Central IT Network Project (Seven Year Lease – Final Payment: September 2028)
\$ 220,999 ConvergeONE Financial Services - Road 28 Network Project (Seven Year Lease – Final Payment: September 2028)
\$ 35,652 Dell Lease (018) Netapp H & S Drive Replacement (Five Year Lease – Final Payment: September 2025)
\$ 57,883 Bank of America Public Capital - Virtualization Expansion Project (Five Year Lease – Final Payment: January 2026)
\$ 40,000 Mass Storage Replacement (Five Year Lease)
\$ 7,125 Copier

Expected New Capital Leases:

\$ 50,000 Upgrade and Standardization of conference Rooms – IT, HR, BOS And Administration (Five Year Lease)
\$ 125,000 Computer Replacement Project (Three Year Lease)

730504 Interest (\$ 7,817) is recommended increased \$692 and is used to pay interest on capital lease equipment.

730504 Interest (continued)

The current outstanding capital leases are as follows:

\$ 97	Bank of America Public Capital – Computer Replacement Project (Three Year Lease – Final Payment: July 2023)
\$ 3,615	Dell Lease (018) Netapp H & S Drive Replacement (Five Year Lease – Final Payment: September 2025)
\$ 4,105	Bank of America Public Capital - Virtualization Expansion Project (Five Year Lease – Final Payment: January 2026)

FIXED ASSETS

740300 Fixed Assets (\$65,000) is recommended decreased \$2,000 to fund the following services:

\$ 20,000 Keyboard/Video/Mouse (KVM) (Replacement)
 Our existing KVMs are failing and longer provide the ability we need to fully manage physically or logically manage our servers in the event of a network outage or disruption. We are currently lacking ability to remotely manage the KVM and need to modernize into an IP based solution to enable this ability. The inability to have full control over the console management puts us at risk of delayed server and application issue remediation.

Asset Information:

Foldout KVM

- Manufacturer: Hewlett Packard
- Model: 612371-001 TFT7600 LCD G2
- Serial Number: 2C43456ADE

KVM Switch

- Manufacturer: Hewlett Packard
- Model: 336044-B21
- Serial Number: N/A
- QTY: 4

KVM Switch

- Manufacturer: Hewlett Packard
- Model: 513736-001
- Serial Number: MY2948G3V5
- QTY: 2

740300

Fixed Assets (continued)

Age: 15 Years (Purchased approximately 2008)

\$45,000 Synology Mirrored Backup Site (New)

The new Synology Mirrored replacement will replicate data offsite using Synology storage. It is essential to ensure the safety and protection of our critical data. Failure to replicate our backup data offsite may result in significant financial and reputational damage due to natural disasters, equipment failure, or cyber-attacks. Non-compliance with industry regulations and legal requirements is also a risk.

By replicating data offsite using Synology storage, we can mitigate these risks and improve disaster recovery capabilities, enhance data protection, and provide a greater peace of mind. It provides a cost-effective and reliable solution for hosting backup data at a remote site, reducing the impact of unexpected events on our operations and safeguarding our business.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Information Technology
00240
Function: General
Activity: Other General
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
4122	Deputy Chief Information Officer - Application & Client Services	1.0	-	1.0		-	-	
2145	Chief Information Officer	1.0	-	1.0		-	-	
3136	Database Administrator	1.0	-	1.0		-	-	
3380	Desktop Support Technician I or							
3381	Desktop Support Technician II or							
3335	Network Engineer I or							
3336	Network Engineer II or	5.0	-	4.0		(1.0)	-	A
3390	Systems Engineer			1.0		1.0	-	B
3174	Information Systems Supervisor	1.0	-	-		(1.0)	-	B
4109	Information Technology Division Manager	3.0	-	3.0		-	-	
3360	Information Technology Systems Analyst I or	-	-			-	-	
3361	Information Technology Systems Analyst II	6.0	-	6.0		-	-	
3379	Senior Business Systems Information Analyst	-	-			-	-	
3636	Program Assistant I or	-	-			-	-	
3637	Program Assistant II or	-	1.0	1.0	-	1.0	(1.0)	C
3379	Administrative Assistant	-	-	-		-	-	
3316	Senior Information Technology Systems Analyst	3.0	-	3.0		-	-	
4115	Geographical Information System Manager	1.0	-	1.0		-	-	
3337	Senior Network Engineer*	2.0	-	2.0		-	-	
3391	Senior Systems Engineer	-	-	1.0		1.0		A
TOTAL		24.0	1.0	25.0	-	1.0	(1.0)	

NOTES:

- A** Reflects the request of the department to reallocate one (1) FTE Desktop Support Technician I/II or Network Engineer I/II to one (1) FTE Senior Systems Engineer
- B** Reflects the request of the department to reallocate one (1) FTE Information Systems Supervisor to one (1) FTE Desktop Support Technician I/II or Network Engineer I/II or Systems Engineer
- C** Reflects the request of the department to fund one (1) FTE Program Assistant I/II or Administrative Assistant (previously unfunded FTE)

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: Information Technology
 ERP (00242)
 Function: General
 Activity: Other General
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662802 Interfund Revenue - Comp Svc	30,548	27,222	24,106	24,106
TOTAL CHARGES FOR CURRENT SERVICES	30,548	27,222	24,106	24,106
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	177,769	206,356	194,186	194,186
TOTAL MISCELLANEOUS REVENUE	177,769	206,356	194,186	194,186
<u>TOTAL ESTIMATED REVENUES</u>	<u>208,318</u>	<u>233,578</u>	<u>218,292</u>	<u>218,292</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	14,018	10,000	10,000	10,000
721426 Software	388,506	436,968	410,018	410,018
TOTAL SERVICES & SUPPLIES	402,523	446,968	420,018	420,018
<u>TOTAL EXPENDITURES</u>	<u>402,523</u>	<u>446,968</u>	<u>420,018</u>	<u>420,018</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>194,206</u>	<u>213,390</u>	<u>201,726</u>	<u>201,726</u>

INFORMATION TECHNOLOGY - ONESolution UPGRADE

COMMENTS

In Fiscal Year 2017-18, Madera County upgraded the Enterprise Resource Planning (ERP) system from IFAS to ONESolution. An ERP system is a set of applications that integrate and streamline business processes that are generally used Countywide. ERP is a way to integrate the data, functions, and processes of an organization into one single system. The ERP database stores the data for many County functions such as Financial, Purchasing, Contract Management, Treasurer, and Payroll. Success of the ERP system relies heavily on business processes and active participation of Subject Matter Experts (SME) from the Auditor Controller, Human Resources, Administration, Board of Supervisors, Treasurer, and Information Technology.

In Fiscal Year 2021-22, the County completed an ERP upgrade from the current ONESolution Finance (16.2) to Central Square Finance Enterprise software suite. Through this upgrade, the County migrated data to a vendor hosted platform and is now utilizing a Software as a Service (SaaS) solution.

In Fiscal Year 2022-23, the County is replacing the Human Resource Modules within ONESolution, with NEOGOV, a Human Resource Information System. NEOGOV Time and Attendance will replace Executime, the current Countywide timekeeping and attendance software. With the implementation of NEOGOV, the County will migrate Human Resource data to a vendor hosted platform and utilize a SaaS solution.

In Fiscal Year 2023-24, Implementation of the Contract Management Module (delayed due to the migration project) will resume. Workflows will be developed to fulfill Business Process requirements for integration with Human Resources NEOGOV application and the Department of Social Services CalSAWS program.

ESTIMATED REVENUES

662802 Interfund Revenue (\$24,106) is decreased \$3,116 for charges to other departments for ERP expenses.

670000 Intrafund Revenue (\$194,186) is decreased \$12,170 for charges to other departments for ERP expenses.

SERVICES & SUPPLIES

721400 Professional & Specialized Services (\$10,000) is recommended unchanged to fund the following

\$ 10,000 ONESolution Contact MGT Implementation

INFORMATION TECHNOLOGY - ONESolution UPGRADE

SERVICES & SUPPLIES (continued)

721426 **Software** (\$410,018) is recommended decreased \$26,950 to fund the following:

- \$121,551 ONE Solution Saas Subscription
- \$21,000 Executime Software
- \$7,859 Finance Enterprise Payroll/Human Resources Historical Annual Access Fee
- \$152,827 NEOGOV Time and Attendance, CORE Human Resources, Payroll, and Benefits Software Subscription Services
- \$106,782 NEOGOV Insight, Perform, E-Forms, OnBoard, Candidate Text Message, and Export

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Information Technology
Security (00243)
Function: General
Activity: Other General
Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	0	49,623	49,623	49,623
662802 Interfd Rev - Comp Svc	16,538	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	16,538	49,623	49,623	49,623
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	1,312,280	2,078,647	2,698,966	2,698,966
TOTAL MISCELLANEOUS REVENUE	1,312,280	2,078,647	2,698,966	2,698,966
OTHER FINANCING SOURCES				
680200 Operating Transfers Out	3,272	0	0	0
TOTAL OTHER FINANCING SOURCES	3,272	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,332,090</u>	<u>2,128,270</u>	<u>2,748,589</u>	<u>2,748,589</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	336,709	352,444	595,898	595,898
710105 Overtime	4,172	3,000	3,000	3,000
710106 Stand-By	18,916	20,000	26,624	26,624
710200 Retirement	131,920	143,127	241,994	241,994
710300 Health Insurance	41,695	47,916	121,710	121,710
TOTAL SALARIES & EMPLOYEE BENEFITS	533,412	566,487	989,226	989,226
SERVICES & SUPPLIES				
720300 Communications	3,929	4,000	4,500	4,500
720800 Maintenance - Equipment	13,475	89,500	77,500	77,500
721200 Miscellaneous Expense	4,096	14,000	0	0
721300 Office Expense	6,590	14,400	35,000	35,000
721400 Professional & Specialized Services	62,509	329,300	651,395	651,395
721426 Software	362,966	921,342	815,995	815,995

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Information Technology
Security (00243)
Function: General
Activity: Other General
Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
SERVICES & SUPPLIES (continued)				
721900 Property Tax	14,373	10,000	18,000	18,000
722000 Transportation & Travel	9,198	49,700	37,380	37,380
TOTAL SERVICES & SUPPLIES	477,135	1,432,242	1,639,770	1,639,770
OTHER CHARGES				
730302 Retire Capital Assets	424,375	415,740	415,740	415,740
TOTAL OTHER CHARGES	424,375	415,740	415,740	415,740
FIXED ASSETS				
740300 Equipment	30,347	35,000	145,000	145,000
TOTAL FIXED ASSETS	30,347	35,000	145,000	145,000
<u>TOTAL EXPENDITURES</u>	<u>1,465,269</u>	<u>2,449,469</u>	<u>3,189,736</u>	<u>3,189,736</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>133,180</u>	<u>321,199</u>	<u>441,147</u>	<u>441,147</u>

INFORMATION TECHNOLOGY – INFORMATION SECURITY

COMMENTS

In alignment with the organizational strategic plan “Mission 2023”, the Office of Information Technology (OoIT) will push forward with the continued implementation (year 5 of 5) of the Information Security Strategy. Over the first four years of Mission 2023, OoIT has significantly improved the organizations compliance and security posture. Increased posture derives from the ongoing optimization of tools. Therefore, ongoing tool and process optimization is a primary focus of Fiscal Year 2023-2024. Additionally, as adversaries evolve, compliance tightens, and insurance requirements increase, so does the need to deploy new technology and processes. In Fiscal Year 2023-2024, the OoIT will continue to layer our security to protect against new threats and shrink gaps in protection shortcomings. Moreover, continued focus on the human element will be addressed through increased phishing simulation and security awareness training. It is also our intention to reduce risk by securing authentication methods and remediating internal vulnerabilities. The objectives of the information security program are to safeguard confidentiality of information, upkeep the integrity of data, and increase the availability of systems and operations. Leveraging compliance and insurance requirements as a guide, the information security program will improve the security of Federal Health Insurance Portability and Accountability Act (HIPAA), Payment Card Industry (PCI), Criminal Justice Information Services (CJIS), Federal Tax Information (FTI – Publication 1075), and other privacy mandates to increase the confidentiality, integrity, and availability of the County’s networks, systems, and data.

The following chart represents Madera County Departments that have been identified as receiving and/or exchanging Federal information.

Sheriff's Department	Department of Justice
Department of Corrections	Department of Justice
Probation	Department of Justice
District Attorney	Department of Justice, Department of Treasury
Child Support Services	Department of Treasury, Social Security Administration
Department of Social Services	Department of Treasury, Social Security Administration, Department of Justice
Public Health	Social Security Administration and Women, Infants and Children
Behavioral Health Services	Social Security Administration

Public sector agencies are an increased target for cyber criminals and the County of Madera is not immune from these exploits. The “Verizon 2022 Data Breach Investigations Report” (DBIR) has the following comments of Public Administration: “System Intrusion pattern has drop-kicked the Social Engineering pattern right out”. This should be concerning to public agencies as system intrusion attacks are far more complex. System intrusion include Advanced Persistent Threats (APT), and APT's are typically carried out by skilled and determined adversarial groups over an extended amount of time. APT’s encapsulate an array of attack strategies including, but are not limited to: Social

INFORMATION TECHNOLOGY – INFORMATION SECURITY

Engineering, malware implants, privilege escalation, data exfiltration, denial-of-service (e.g. Ransomware), etc. To defend, public agencies will need to increase their defense strategies but most importantly their staffing and partnerships.

The Verizon DBIR states the following as motives for public sector targeting: Financial (80%), Espionage (18%), Ideology (1%), Grudge (1%). According to the “State of Cybersecurity 2021” report by ISACA, 32% of public sector respondents reported an increase in breaches in 2020, and 63% reported an increase in cyber-attacks compared to the previous year. Moreover, according to the “Global Risks Report 2021” by the World Economic Forum (WEF), the number of cyber-attacks have increased nearly six-fold over the past decade. Although numbers are yet to be released for 2022, there is strong evidence to suggest this rate of increased cybercrime will continue. These statistics are concerning, and with a 21.5% increase to the County’s threat surface (320 additional devices) since 2019, and zero cybersecurity staff increase to counter act growth, defense against ATP is becoming ever more difficult. An increase in focused resources and energy to protect County resources will be necessary to decrease risk.

To combat the continued increase system intrusion attempts and advanced persistent threats, OoIT has developed a strategy to evolve a team with a mixture of on staff engineers/analysts/technicians and highly specialized outsourced professionals. To be successful, it is highly recommended additional staffing and/or external partnerships dedicated to cybersecurity is increased. In addition, to address the ever-growing social engineering challenge, the County will focus on real-world phishing simulations and phishing specific training. Moving towards compliance with the NIST Cybersecurity Framework and various regulatory mandates will not ensure complete protection from cyber threats. However, moving closer to compliance will assist the County in developing a proactive approach to the prevention of nefarious cyber activity from internal and external threats. In addition to cyber threat prevention, striving for NIST compliance will allow the County to better prepare should it become a victim of an internal or external information breach or cyber-attack.

WORKLOAD

Key components of the Information Security budget include:

- Development, upkeep, and success measurement of Information Security Program, including but not limited to: security governance, strategy, policies, standards, control implementation, contract hardening, etc.
- Threat, Vulnerability, Impact Assessment, and Patch Management
- Identity and Access Management
- Backup management – policy, retention development, auditing (report monitoring), validate recovery testing.
- Inventory and System Development Life Cycle (SDLC)
- Network Monitoring Operations & Security Monitoring Operations
- Incident Management

INFORMATION TECHNOLOGY – INFORMATION SECURITY

- Security Awareness Training
- Data room physical security and data protection
- Threat Intelligence - Network threat detection and defense system management
- Security architecture, design, and control implementation
- Risk Assessment
- Technical Contract and Statement of Work Analysis

Security Division Accomplishments 2022-23

- **Backup Process Improvement and Architecture Expansion and Maintenance:** Our team has accomplished a complete overhaul of the backup jobs, reporting, and modernized the overall infrastructure. As a result, we have achieved a number of successful outcomes. First and foremost, we have improved OoIT cross-functional transparency, enabling us to identify and address failures more quickly. In addition, we have achieved a 100% job service level agreement (SLA), which has greatly improved our overall resilience and disaster recovery capabilities. To further these capabilities, OoIT has established a secondary site for backup data. Prior to this initiative, the possibility of backup data replication did not exist. Furthermore, we have reduced the number of backup schedules by 85%, which has streamlined our operations and reduced complexity.
- **Credential Protection through Multi-Factor Authentication Optimization:** The Office of Information Technology Security Division has made significant progress in strengthening our security posture through the advancement of multi-factor authentication (MFA). Our team has achieved several key successes, including the successful launch of alpha, beta, and pilot programs, paving the way for a further rollout.
- **Decrease Threat Surface Through Vulnerability Identification and Patch Management:** OoIT has accomplished notable advancements in patch management and remediation. Our team has worked diligently to implement a robust patch management process, which has resulted in significant improvements to our cyber exposure. Specifically, we have improved our score by 29% in the calendar year of 2022, demonstrating our commitment to staying ahead of the latest security threats. Furthermore, our overall score is now 7% better than other public administration agencies, a clear indication of our focus on security and our dedication to protecting our IT environment.
- **Continued Optimization of Network Visibility Tools:** Our team has made significant progress in enhancing our security posture through the optimization of network monitoring tools. By improving visibility into our IT environment, we can now detect critical threats such as ransomware, internal unauthorized movement, unauthorized network scanning, fileless malware, abnormal network traffic,

INFORMATION TECHNOLOGY – INFORMATION SECURITY

foreign traffic destinations (e.g. China, Russia, etc.), unauthorized script execution, data hoarding, and malware propagation. This achievement significantly improves the security posture of our organization in several ways. First, it allows us to identify and respond quickly to potential security incidents, minimizing the impact of attacks and reducing the risk of data loss or service disruptions. Additionally, this enables us to proactively address vulnerabilities and mitigate risk.

- **Phishing Simulation and End-User Security Awareness Training:** OoIT has enhanced our security awareness program through the implementation of phishing simulations and end-user security awareness training. Our team has worked to equip our workforce with the knowledge and skills necessary to identify security threats. A pilot of phishing simulations has taken place and OoIT is prepared to increase the program by baselining our phishing click-rate. We have also given our users the ability to submit potential phishing emails to a sandbox for inspection.
- **Development and Implementation of a Technology Contract Review Process:** Madera County has successfully implemented a technology contract review process, resulting in a significant reduction of legal and financial risks associated with technology procurement. This initiative has been an important step towards ensuring that our organization's technological investments align with our strategic goals, and that we are effectively managing the risks associated with technology contracts. The implementation of the technology contract review process involved developing a cross-functional team consisting of representatives from legal and information security. This team then partners with members of IT engineers and analysts along with county department representatives. A comprehensive contract review process was created to ensure compliance with legal and regulatory requirements, identification of potential risks and liabilities, and alignment with our overall business goals. Extensive training sessions with county staff was conducted to ensure they understood the relevance. Standardized contract templates, checklists, and guides were published to the County website for future retrieval.

Anticipated Projects 2023-2024

- Continued implementation of Backup Improvement Strategy
- Increased Multi-Factor Authentication
- Vulnerability Remediation
- M365 Backup Implementation
- Increased monitoring and alerting
- Increased phishing simulation
- Malicious code monitoring and inspection
- Mobile threat defense

INFORMATION TECHNOLOGY – INFORMATION SECURITY

ESTIMATED REVENUES

- 662802** **Interfund Revenue** (\$49,623) is recommended unchanged for charges to other departments for Network Information Security Services.
- 670000** **Intrafund Revenue** (\$2,698,966) is recommended increased \$ 620,319 for charges to other departments for Network Information Security Services.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$595,898) are recommended increased \$243,454 to fund the current and new security positions.
- 710105** **Overtime** (\$3,000) is recommended unchanged \$0 to fund expected overtime related to cyber security incidents or projects.
- 710106** **Stand-By** (\$26,624) is recommended increased \$6,624 to fund Stand-By pay for network security staff. Due to increasing cyber threats after hours, on weekends, and holidays, it is necessary to have network security staff available for immediate response if necessary.
- 710200** **Retirement** (\$241,994) is recommended increased \$98,867 to fund Retirement costs.
- 710300** **Health Insurance** (\$121,710) is recommended increased \$73,794 to fund Health Insurance costs.

The Fiscal Year 2023-2024 Budget Request for Information Technology Security, ORG Key 00243, includes a request for four additional Network Security Engineers to meet regulatory requirements in the areas of Patch Management, Vulnerability Remediation, Control Testing and Audit, and Mobile Device Management. The additional cost to fund all four positions is \$371,037, funded through an increase in subvented department Intrafund Revenue.

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES

720300 **Communications** (\$4,500) is recommended increased \$500 to fund the following:

\$4,500 Cell Phone Service

720800 **Maintenance – Equipment** (\$77,500) is recommended decreased \$12,000 to fund the following:

Maintenance – Recurring Costs

\$ 45,000 Backup Expansion (yearly growth)

\$ 25,000 CISCO Smart Net

\$ 2,500 San Switch Maintenance

\$ 5,000 Overland Maintenance

721200 **Miscellaneous Expense** (\$0) is recommended decreased \$14,000 due to sales tax no longer calculated in the ConvergeOne Financial – Network Security Implementation Project lease.

721300 **Office Expense** (\$17,000) is recommended increased \$9,600 to fund the following:

\$15,000 Back Up Tapes

\$1,000 Office Supplies

\$1,000 ISACA, Security Reading and Documentation

721307 **Office Furniture** (\$2,000) is recommended increased \$2,000 to fund the following:

\$2,000 Office chairs – 4 New Employees

721314 **Computer Equipment** (\$16,000) is recommended increased \$9,000 to fund the following:

\$16,000 New laptops – 4 New Employees

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES (continued)

721400 **Professional & Specialized Services** (\$651,395) is recommended increased \$322,095 to fund the following:

*The significant growth in 00243-721400 is adding System Logging in the amount of \$317,000 to this account. Please note, in Fiscal Year 2022-2023, System Logging was erroneously budgeted in 00243-721426. The increase in 00243-721400 is offset by a decrease in 00243-721426.

Professional Services – Recurring Costs

- \$7,000 Hard Drive Destruction
- \$16,000 External Consulting Services and Support
- \$800 ISACA Memberships
- \$61,250 Cisco Talos Incident Response
- \$35,000 Trace Digital Forensics Services - (increase of \$7,000 due to increase Public Record Act requests and Email Audit requests)

- \$5,000 Insight Professional Services – Back Up Expansion
- \$68,845 Cloud Back Up -M365
- \$40,000 Internal Penetration Assessment
- \$317,000 *System Logging (In Fiscal Year 2022-23, this item was erroneously budgeted in 00243-721426)
- \$12,000 Meridian - Site Configuration
- \$35,000 ManageNow – Professional Services for Service Now
- \$19,500 Ransomware Protection

Professional Services – New Recurring Costs

- \$14,000 Data Center Cleaning
- \$20,000 Professional Services for Intune

721426 **Software** (\$ 815,995) is recommended decreased \$105,347 to fund the following:

- \$22,237 Manage Engine Active Directory Manager & Active Directory Audit Plus
- \$4,000 Admindroid
- \$25,000 Azure Cloud Security – MFA Tokens
- \$20,000 Secure File Solution
- \$22,000 Integrated Electronics Badge Software

INFORMATION TECHNOLOGY – INFORMATION SECURITY

SERVICES & SUPPLIES (continued)

721426	<u>Software (continued)</u>	
	\$85,000	Internal Vulnerability Management & External Testing
	\$50,000	Server Infrastructure Network Management System
	\$20,814	Manage Engine Desktop Central and Patch Manager
	\$50,000	Network Infrastructure Monitoring & Mapping Maintenance
	\$4,000	Secure Password Manager Subscription Service
	\$28,044	Security Awareness Training
	\$275,000	Microsoft Enterprise Agreement
	\$10,600	SSL Certificate Renewal
	\$6,200	Pen Testing
	\$9,850	Training Subscription Fees
	\$49,000	Vendor Remote Access
	\$58,000	Enterprise Backup Software – Annual License and Maintenance
	\$5,000	Enterprise Backup Data DeDuplication Software
	\$20,000	Remote Access Mobile Device Management User and Device Licenses
	\$8,000	Remote Access Mobile Device Management Maintenance
	\$3,000	Deployment and Inventory Management
	\$3,600	Browser Security
	\$2,650	Certificate Tracking and Management
	\$30,000	Information Technology Service Management Licenses
	\$4,000	Batch Patch Software
721900	<u>Property Tax</u>	(\$18,000) is recommended increased \$8,000 to fund the Property Taxes associated with the Network and Security Project Lease
722002	<u>Transportation & Travel</u>	(\$37,380) is recommended decreased \$12,320 to fund training needs throughout the year.
	\$ 6,000	SANS Security
	\$20,540	Cisco Live
	\$5,190	RSA Training
	\$5,650	BlackHat USA

INFORMATION TECHNOLOGY – INFORMATION SECURITY

OTHER CHARGES

730302 **Rent** (\$415,740) is recommended unchanged to fund the following capital lease:

 \$415,740 ConvergeOne Financial – Network Security Implementation Project (Final Payment -11/2028)

FIXED ASSETS

740301 **Equipment** (\$145,000) is recommended increased \$ 110,000 to fund the following:

End-of-Life (EOL) equipment indicates it has reached the end of its “useful life” and will no longer market, sell, or update. This introduces risk to the availability of the connectivity the device provides. In addition, the system becomes more insecure day by day leaving additional areas of vulnerability throughout the enterprise. The devices become more susceptible to being compromised and increases the security threat surface Countywide.

\$ 30,000 Sheriff’s Office Firewall Replacement – End-of-Life

The Sheriff’s Office Firewall will reach end of life on 9/30/2025. This project is for the replacement of the hardware, configuration restoration and implementation of the devices to bring them up to date. This firewall is a Department of Justice security requirement.

Asset Tag Number: 30650
Age: 8 years (Purchased 7/21/2015)

\$ 30,000 Courts Firewall Replacement – End-of-Life

The firewall between the County of Madera and the Madera Superior Court will reach end of life on 9/25/2025. This project is for the replacement of the hardware, configuration restoration and implementation of the devices to bring them up to date. This firewall is a security requirement.

Asset Tag Number: 30649 (a)
Age: 8 years (Purchased 7/21/2015)

INFORMATION TECHNOLOGY – INFORMATION SECURITY

FIXED ASSETS (continued)

740301 Equipment (continued)

\$ 85,000 Firewall Management Console Replacement – End-of-Life

The Firewall Management Console (FMC) is used and required to manage, configure, and monitor the majority of our County firewalls. The County FMC will reach end of life on 7/31/2024. Once it reaches EOL, it will no longer receive software updates and security patches from Cisco. This puts our network at risk of security threats and potential operational issues.

To ensure the security and functionality of our network, it's necessary to replace the EOL FMC with a new one. The new FMC will provide improved security features, performance, and visibility into network traffic. It will also manage and monitor the latest Cisco firewall technologies, protecting our network against the latest security threats. Failure to replace our EOL FMC can result in potential security breaches, operational issues, and reputational damage. Therefore, replacing it is critical to maintaining the security and functionality of our network. This project is for the replacement of the hardware, configuration restoration and implementation of the device to bring them up to date.

Asset Tag Number: CL000045 (Invoice 9000199)
Age: 5 years (Purchased 9/19/2018)

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Information Security
00243
Function: General
Activity: Other General
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3387	Network Security Engineer I or	1.0	-	5.0		4.0	-	A
3388	Network Security Engineer II							
4121	Deputy CIO - Network & Security Services	1.0	-	1.0		-	-	
3387	Network Security Engineer I or							
3388	Network Security Engineer II or							
3389	Senior Network Security Engineer	1.0	-	1.0		-	-	
4222	Executive Assistant to the Dept Head	1.0	-	1.0		-	-	
TOTAL		4.0	-	8.0	-	4.0	-	

NOTES:

A Reflects the request of the department to fund four (4) FTE Network Security Engineer I/II. The cost of the additional FTEs are funded through subvented departments

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: Information Technology
 Communications - VoIP (00244)
 Function: General
 Activity: Other General
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662801 Interfund Revenue - Cost Plan	0	3,143	3,143	3,143
TOTAL CHARGES FOR CURRENT SERVICES	0	3,143	3,143	3,143
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	552,859	847,235	836,768	836,768
TOTAL MISCELLANEOUS REVENUE	552,859	847,235	836,768	836,768
<u>TOTAL ESTIMATED REVENUES</u>	<u>552,859</u>	<u>850,378</u>	<u>839,911</u>	<u>839,911</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	613,239	916,214	880,746	880,746
721400 Professional & Spec Services	12,908	0	25,000	25,000
721900 Property Tax	2,471	12,000	12,000	12,000
TOTAL SERVICES & SUPPLIES	628,618	928,214	917,746	917,746
<u>TOTAL EXPENDITURES</u>	<u>628,618</u>	<u>928,214</u>	<u>917,746</u>	<u>917,746</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>75,759</u>	<u>77,836</u>	<u>77,835</u>	<u>77,835</u>

INFORMATION TECHNOLOGY - COMMUNICATIONS

COMMENTS

On March 21st, 2017, the Toshiba dealer channel received letters announcing the wind down of the Telecommunications System Division (TSD). Toshiba Telecom shutting down their operations has left the County in a predicament as Toshiba is the sole manufacturer of all phone systems deployed throughout the enterprise. Proactive measures were immediately taken in the form of stockpiling spare parts to self-support the system as a stop-gap measure. Continuing to support an end-of-life, vendor retired, aging phone system presents a substantial risk to County operations. In Fiscal Year 2018-19, eventual transition to a new Voice over Internet Protocol (VoIP) was assessed.

The VoIP Unified Communications system will be used by all County Departments as a primary telecommunications method and collaboration tool. In addition to providing basic telephone functionality that is in use today, the new system (over time) will allow for the leveraging of new technologies and advanced features to better serve the employees and constituents of Madera County.

All VoIP services and contracts will be centrally administered by the Office of Information Technology with a segregated budget and ORG Key. VoIP end-user support along with Move, Add & Change (MAC) requests will be available to departments through the existing IT Helpdesk.

A phased rollout approach has been adopted.

Phase One was completed in Fiscal Year 2019-20, including the new Health & Human Services Complex (Public Health and Social Services), Administration, Water and Natural Resources and Information Technology.

Phase Two was completed during Fiscal Year 2021-22, including the Board of Supervisors, Human Resources, Public Works, Community Economic Development, Auditor-Controller, Assessor, Treasurer-Tax Collector, County Clerks, Veteran Services, and Cal Fire.

Phase Three is to be completed during Fiscal Year 2022-23 Department of Child Support Services and Agricultural Commissioner. Additionally, VoIP service will be established at the new Madera County Justice Center facility.

Fiscal Year 2023-24 (Phase Three continued) VoIP service will be established at the Department of Behavioral Health Services, 7th St location.

ESTIMATED REVENUES

662802 Interfund Revenue (\$3,143) is recommended unchanged for charges to other departments for VoIP Communication Services.

INFORMATION TECHNOLOGY - COMMUNICATIONS

ESTIMATED REVENUES (continued)

670000 **Intrafund Revenue** (\$836,768) is recommended decreased \$10,467 for charges to other departments for VoIP Communication Services.

OPERATING EXPENSES

720300 **Communications** (\$880,746) is recommended decreased \$35,468 for VoIP communication charges.

- \$44,400 GTT Network – Health and Human Services Campus and Government Center
- \$15,450 GTT Network - Justice Center
- \$15,540 GTT Network – Department of Behavioral Health Services
- \$ 653,303 Converge One VoIP – Health and Human Services Campus and Government Center
- \$ 68,050 Converge One VoIP - Justice Center
- \$ 62,361 Converge One VoIP – Department of Behavioral Health Services
- \$ 21,643 Converge One VoIP - Department of Child Support Services

721400 **Professional Services** (\$25,000) is recommended increased \$25,000 for implementation services at the Department of Behavioral Health Services

721900 **Property Tax** (\$12,000) is recommended unchanged to pay property tax on lease.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC WORKS
(01300)**
Function: **General**
Activity: **Property Management**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620600 Franchise Fees	0	950,000	500,000	500,000
620710 Grading Permits	59,620	55,000	45,000	45,000
TOTAL LICENSES, PERMITS & FRANCHISES	59,620	1,005,000	545,000	545,000
INTERGOVERNMENTAL REVENUES				
654000 State - Other	5,352	0	0	0
659025 Special Revenue	4,035	4600	1,250	1250
TOTAL INTERGOVERNMENTAL REVENUES	9,387	4,600	1,250	1,250
CHARGES FOR CURRENT SERVICES				
660803 Eng. Services - Spec Districts	1287	0	0	0
660806 Eng. Services - Development Review Fees	136,986	140,000	127,000	127,000
662700 Other Charges for Services	2,345,618	3,559,030	3,595,814	3,595,814
662749 SD - Application Fees	2,870	3,000	2,750	2,750
662800 Interfund Revenue	465,800	472,720	505,000	505,000
TOTAL CHARGES FOR CURRENT SERVICES	2,952,561	4,174,750	4,230,564	4,230,564
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	334,809	515,693	0	0
673000 Miscellaneous	10,353	0	9,000	9,000
673904 Misc Reimb. -Salary/Benefits	43,686	15,000	0	0
TOTAL MISCELLANEOUS REVENUE	388,848	530,693	9,000	9,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PUBLIC WORKS
 (01300)
 Function: General
 Activity: Property Management
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>OTHER FINANCING SOURCES</u>				
680200 Operating Transfers Out	51,066	0	0	0
TOTAL OTHER FINANCING SOURCES	51,066	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,461,482</u>	<u>5,715,043</u>	<u>4,785,814</u>	<u>4,785,814</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,156,177	3,160,449	3,099,072	3,099,072
710103 Extra Help	49,190	0	0	0
710105 Overtime	2,695	6,500	10,000	10,000
710107 Premium Pay	740	0	0	0
710200 Retirement	801,901	1,294,626	1,553,564	1,553,564
710300 Health Insurance	290,532	491,140	532,480	532,480
710400 Workers' Compensation Insurance	129,761	129,760	21,006	21,006
TOTAL SALARIES & EMPLOYEE BENEFITS	3,430,997	5,082,475	5,216,122	5,216,122
SERVICES & SUPPLIES				
720300 Communications	26,505	28,400	27,000	27,000
720500 Household Expenses	17,182	18,500	19,500	19,500
720800 Maintenance - Equipment	3,298	0	0	0
721100 Memberships	17,041	15,000	15,000	15,000
721300 Office Expense	9,564	10,000	10,000	10,000
721305 Subscriptions	7,055	3,000	3,000	3,000
721314 Computer Equipment	1,742	5,000	5,000	5,000
721400 Professional & Specialized Services	158,412	300,000	350,000	350,000
721426 Software	0	2,000	2,000	2,000
721500 Publications & Legal Notices	2,431	2,000	2,000	2,000
721601 Rents & Leases - Co Vehicle	5,785	5,000	6,500	6,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC WORKS
(01300)**
Function: **General**
Activity: **Property Management**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721602 Rents & Leases - Other Equipt	21,411	19,000	20,000	20,000
721900 Special Departmental Expense	5,032	2,500	2,000	2,000
722000 Transportation & Travel	18,041	10,000	10,000	10,000
722100 Utilities	21,789	30,000	30,000	30,000
TOTAL SERVICES & SUPPLIES	315,287	450,400	502,000	502,000
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	20,000	0	0
731401 Interfund Expend- Cost Plan	0	287,167	0	0
750100 Operating Transfer Out	0	275,000	0	0
TOTAL OTHER CHARGES	0	582,167	0	0
TOTAL EXPENDITURES	<u>3,746,284</u>	<u>6,115,042</u>	<u>5,718,122</u>	<u>5,718,122</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>284,801</u>	<u>399,999</u>	<u>932,308</u>	<u>932,308</u>

PUBLIC WORKS

COMMENTS

In the Fall of 2014, the Board of Supervisors approved the creation of the Public Works Department and placed Roads, Special Districts, and Engineering under the umbrella of the Public Works Department under the direction of the Public Works Director (formerly, the Road Commissioner). The Public Works Department has responsibility over the following funds with individual budgets, as well as multiple Special Revenue Funds:

All Public Works administrative staff and related expenses (staff within 01300) are billed to their respective field, i.e., Roads, Solid Waste, etc. and reimbursed by the corresponding fund. All field staff and expenses unique to each fund are budgeted in the respective fund.

ESTIMATED REVENUES

620600	<u>Franchise Fees</u> (\$500,000) is recommended based on the expected revenues from franchise fees received.
620710	<u>Grading Permits</u> (\$45,000) is recommended based on the expected revenues from grading permits issued.
659025	<u>Special Revenue</u> (\$1,250) is recommended based on the expected Automation Fee collected from permits issued.
660806	<u>Engineering Services</u> (\$127,000) is recommended based on the expected revenues for the review of engineering plans.
662700	<u>Other Charges for Services</u> (\$3,595,814) is recommended based on expected revenues from Public Works staff time spent on projects or “fund specific” tasks.
662749	<u>SD Application Fees</u> (\$2,750) is recommended based on the expected revenues from applications of owners registering for services within water/wastewater districts.
662800	<u>Interfund Revenues</u> (\$505,000) is recommended based on anticipated reimbursements for administrative services provided for Roads (11801) and Solid Waste (11100).

ESTIMATED REVENUES (continued)

- 670000** **Intrafund Revenue** (\$0) is now collected in Other Charges for Services.
- 673000** **Miscellaneous** (\$9,000) recommended based on anticipated reimbursements for administrative services and potential refunds.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,099,072) is recommended based on the cost of recommended staffing.
- 710103** **Extra Help** (\$0) is not recommended this fiscal year. All staff are budgeted in Permanent Salaries.
- 710105** **Overtime** (\$10,000) is recommended based on the cost of recommended staffing and historical costs.
- 710200** **Retirement** (\$1,553,564) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$532,480) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$21,006) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$27,000) is recommended decreased \$1,400 for telephone, cell phone, internet, answering service costs, and remote video camera monitoring services. These expenses are factored into the Administrative overhead rate.
- 720500** **Household Expense** (\$19,500) is recommended increased \$1,000 for costs associated with janitorial services. These expenses are factored into the Administrative overhead rate.
- 721100** **Memberships** (\$15,000) is recommended for memberships. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$10,000) is recommended unchanged for office supplies based on the current and projected staffing levels. . These expenses are factored into the Administrative overhead rate.
- 721305** **Subscriptions** (\$3,000) is recommended unchanged for software subscriptions. These expenses are factored into the Administrative overhead rate.
- 721314** **Computer Equipment** (\$5,000) is recommended to fund the purchase of laptops, monitors and/or computer accesories based on the current and projected staffing levels. These expenses are factored into the Administrative overhead rate.
- 721400** **Professional & Specialized Services** (\$350,000) is recommended to fund the continued need for an outside surveyor, Right of Way consultant and other engineering consultants. Some costs can be directly billed/reimbursed by projects and/or other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721426** **Software** (\$2,000) is recommended unchanged for two licenses for AutoCAD Civil 3D, and one license for WaterCAD. These costs are factored into the Administrative overhead rate.
- 721500** **Publications & Legal Notices** (\$2,000) is recommended unchanged for publishing official notices and required newspaper announcements. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721601** **Rents & Leases – Co Vehicle** (\$6,500) is recommended for the rental of vehicles from Central Garage. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721602** **Rents & Leases-Other Equipment** (\$20,000) is recommended for the lease of copier equipment .
- 721900** **Special Departmental Expense** (\$2,000) is recommended reduced the renewal for Civil Engineers' licenses and/or other state licensing.
- 722000** **Transportation & Travel** (\$10,000) is recommended unchanged based on current and projected expenses to provide out-of-county travel, private mileage reimbursement, and training.

SERVICES & SUPPLIES (continued)

722100 **Utilities** (\$30,000) is recommended for expenses related to Public Work's share of utilities of the Government Center.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC WORKS
(01300)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I							
3354	Accounting Technician II or	2.0	-	2.0	-	-	-	
3354	Senior Accounting Technician	1.0	-	1.0	-	-	-	
3201	Accountant Auditor I or		-			-	-	
3202	Accountant Auditor II	1.0	-	3.0	-	2.0	-	A,B
3205	Administrative Analyst I or							
3206	Administrative Analyst II	2.0	-	2.0	-	-	-	B
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3303	Assistant Engineer	1.0	-	1.0	-	-	-	
4202	Engineer I or							
4203	Engineer II or							
4204	Engineer III	6.0	1.0	7.0	-	1.0	(1.0)	C
3743	Deputy Public Works Director	4.0	-	4.0	-	-	-	
3234	Development Services Engineer	1.0	-	1.0	-	-	-	
2142	Director of Public Works	1.0	-	1.0	-	-	-	
3305	Engineering Technician	4.0	-	3.0	1.0	(1.0)	1.0	C
4132	Permit Technician I							
4133	Permit Technician II or							
3418	Permit Technician III	1.0	-	1.0	-	-	-	
4126	Principal Administrative Analyst	2.0	-	2.0	-	-	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC WORKS
(01300)**
Function: **General**
Activity: **Property Management**
Fund: **General**

	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		
3636 Program Assistant I or					-		
3637 Program Assistant II	5.0	-	3.0	-	(2.0)	-	A
3329 Program Manager	2.0		2.0	-	-		
3654 Sr. Program Assistant	-	-			-		
3244 Public Works Inspector	1.0	-	1.0	-	-	-	
3310 Real Property Agent	1.0	-	1.0	-	-	-	
4210 Supervising Civil Engineer	3.0	-	3.0	-	-	-	
TOTAL	40.0	1.0	40.0	1.0	-	-	

NOTES:

A,B One (1) Accountant Auditor had been underfilling an Administrative Analyst position in FY 22/23. The department is formalizing that there are 2FTE Accountant Auditors and are requesting 1FTE additional.

B One (1) Administrative Analyst is being added for Transit and will be 100% offset with Transit revenue.

C One (1) Engineering Technician will be converted to an Engineer I/II/III, for a total of 7FTE funded Engineers.

A Two (2) Program Assistants will be converted to Accountant Auditors in FY23-24

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: SPECIAL DISTRICT
 SERVICES (01340)
 Function: General
 Activity: Property Management
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
660803 Engineering Services Special Districts	2,368,127	3,964,158	3,864,258	3,864,258
662700 Other Charges for Services	33,698	0	0	0
662780 SD-Admin Overhead	571,072	0	0	0
662800 Interfund Revenue	280,779	159,893	186,817	186,817
TOTAL CHARGES FOR CURRENT SERVICES	3,253,676	4,124,051	4,051,075	4,051,075
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	2,445	3,700	3,650	3,650
TOTAL MISCELLANEOUS REVENUE	2,445	3,700	3,650	3,650
OTHER FINANCING SOURCES				
680200 Operating Transfers In	42,805	0	0	0
TOTAL OTHER FINANCING SOURCES	42,805	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>3,298,927</u>	<u>4,127,751</u>	<u>4,054,725</u>	<u>4,054,725</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,394,836	1,597,232	1,709,596	1,709,596
710105 Overtime	64,473	80,000	100,000	100,000
710106 Stand-By Pay	34,459	48,000	51,500	51,500
710107 Premium Pay	580	5,000	780	780
710200 Retirement	514,884	648,636	670,790	670,790
710300 Health Insurance	249,848	299,475	380,343	380,343
710400 Workers' Compensation Insurance	33,222	42,856	27,472	27,472
TOTAL SALARIES & EMPLOYEE BENEFITS	2,292,303	2,721,199	2,940,481	2,940,481

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SPECIAL DISTRICT
SERVICES (01340)**
Function: **General**
Activity: **Property Management**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	18,236	17,500	18,500	18,500
720300 Communications	11,025	15,000	11,000	11,000
720500 Household Expense	6,943	4,500	8,250	8,250
720600 Insurance	358,593	358,593	276,777	276,777
720800 Maintenance - Equipment	10,681	10,000	13,500	13,500
720900 Maintenance - Structures & Grounds	258	500	500	500
720910 Maintenance - Water/Sewer	0	5,000	5,000	5,000
721000 Medical, Dental & Lab Supplies	0	200	200	200
721100 Memberships	0	0	1,500	1,500
721300 Office Expense	1,489	2,000	1,500	1,500
721400 Professional & Specialized Services	32,439	225,000	75,000	75,000
721601 Rent/Lease CO Vehicle	168,465	175,500	396,000	396,000
721602 Rent/Lease Other Eqpt	389	5,000	5,000	5,000
721800 Small Tools & Instruments	9,212	7,500	7,500	7,500
721900 Special Departmental Expense	4,964	5,000	5,000	5,000
722000 Transportation & Travel	0	0	5,000	5,000
TOTAL SERVICES & SUPPLIES	622,694	831,293	830,227	830,227
FIXED ASSETS				
740300 Equipment	0	25,000	0	0
TOTAL FIXED ASSETS	0	25,000	0	0
INTRAFUND TRANSFER				
770100 Intrafund Transfer	335,756	400,000	0	0
TOTAL INTRAFUND TRANSFERS	335,756	400,000	0	0
<u>TOTAL EXPENDITURES</u>	3,250,753	3,977,492	3,770,708	3,770,708
<u>NET COUNTY COST (EXP - REV)</u>	<u>(48,174)</u>	<u>(150,259)</u>	<u>(284,017)</u>	<u>(284,017)</u>

SPECIAL DISTRICTS DIVISION

COMMENTS

This budget is administered under the jurisdiction of the Public Works Department. It allocates funds for expenses pertaining to salaries and wages for field and administrative staff, equipment, administrative overhead, and indirect costs associated with operation of Maintenance Districts and County Service Areas. These Districts and Service Areas provide water and wastewater services; although, there are a few that include street light and drainage services.

ESTIMATED REVENUES

The revenue for the Special Districts Budget is obtained through charges to the individual Maintenance Districts and County Service Areas Budgets. The costs incurred for the field personnel's time and equipment are billed directly to the Maintenance District or Service Area where the work was performed. The costs incurred for Special Districts Administration, Tools, Equipment, Fixed Assets, and the A-87 plan are billed to the districts based on a pro-rata share. Equipment maintenance and repair costs are recovered through a combination of prorated charges and rental fees charged to the Districts using the equipment.

Special Districts embarked on a County-wide Rate Study for all water/sewer Special Districts in Fiscal Year 2016-17. The studies were completed in the summer of 2019 and those that were approved have a volumetric rate for those districts with meters and a Consumer Price Index increase to keep up with costs over the years. Rate Studies are needed, on average, every 5 years in order to account for fluctuations in the economy, aging infrastructure, and environmental impacts.

- 660803** **Engineering Services Special Districts** (\$3,864,258) is recommended for reimbursement from the individual districts back to 01340 for field staff salaries and benefits and equipment used within the individual districts, as well as all items listed in Service and Supplies and Fixed Assets.
- 662780** **SD-Admin Overhead** (\$0) is recommended reduced. All administrative costs are now included in revenue collected in 660803 or 662800.
- 662800** **Interfund Revenue** (\$186,817) is recommended for reimbursement from the individual districts for the A-87 Cost plan.
- 673000** **Miscellaneous Revenue** (\$3,650) is recommended for the payment of backflow device testing on specific properties and processing of applications.

SPECIAL DISTRICTS DIVISION

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,709,596) are recommended increased \$112,364 based on the cost of recommended staff.
- 710103** **Extra Help** (\$0) is recommended reduced. There are no Extra Help positions allocated this fiscal year.
- 710105** **Overtime** (\$100,000) is recommended increased \$20,000 due to projected current costs. Overtime is generated primarily due to alarm conditions, system failures, and other emergencies that require employees to work beyond their shift or to be called back outside of their regularly scheduled hours. Overtime is hard to specify since it depends on the hourly rate of the person called and the amount of time it takes to fix the problem. Estimates are made based on prior years expenses.
- 710106** **Stand-by Pay** (\$51,500) is recommended increased to provide for two field staff (one in the mountain area and one in the valley area) to be on stand-by and ready to respond to alarms and emergencies after hours, nights, weekends, and holidays to ensure district coverage 24 hours per day, seven days per week at an average rate of 500 hours per month, per area at \$4.00 per hour.
- 710107** **Premium Pay** (\$780) is recommended for payments to staff holding advanced licenses beyond what is required within their job description.
- 710200** **Retirement** (\$670,790) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$380,343) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$27,472) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$18,500) is recommended increased \$1,000 for uniform rental, rain gear, boot reimbursement as per MOU, and needed protective garments required by safety regulations.
- 720300** **Communications** (\$11,000) is recommended decreased \$4,000 for communications expenses.
- 720500** **Household Expense** (\$8,250) is recommended increased \$3,750 based on current expenditures for required uniforms for field staff, miscellaneous cleaning and restroom supplies, hand sanitizer, etc.

SPECIAL DISTRICTS DIVISION

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$276,777) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$13,500) is recommended increased \$3,500 based on current and projected expenses for maintaining heavy equipment (trucks, tractors, and implements), generators, pumps, welders, sewer cleaning equipment, etc.
- 720900** **Maintenance – Grounds** (\$500) is recommended unchanged for minor maintenance costs for the valley shop facilities including herbicides, paint, and fence repair materials.
- 720910** **Maintenance – Water/Sewer Systems** (\$5,000) is recommended unchanged for universal costs and replacement parts related to the operation and maintenance of the Valley wastewater treatment plants and water systems. This account is reimbursed by valley Districts based on pro-rata share of improved water and sewer units.
- 721000** **Medical, Dental & Laboratory Supplies** (\$200) is recommended unchanged for first aid and safety supplies for the field shops, county vehicles, and the District office.
- 721300** **Office Expense** (\$1,500) is recommended decreased \$500 for office supplies for the 3 maintenance shops. This cost was previously included in reimbursement billings to Public Works.
- 721400** **Professional & Specialized Services** (\$75,000) is recommended for the following services:
 Bill printing/mailing/Lockbox services: \$75,000
- 721601** **Rent/Lease CO Vehicle** (\$396,000) is recommended increased \$220,500 for the use of 21 vehicles from County Central Garage, per the new rate adopted and implemented in January 2023.
- 721602** **Rent/Lease Other Eqpt** (\$5,000) is recommended for the rental of equipment not owned by the County. Equipment needed on a regular basis that may need to be rented: Inductor Trailer, Backhoe, Skid Steer, Loader/Box Scraper Tractor, 25 ton boom truck, Power Broom Street Sweeper.
- 721800** **Small Tools & Instruments** (\$7,500) is recommended unchanged to purchase and replace tools and instruments carried on District vehicles and used in the District shops.
- 721900** **Special Departmental Expense** (\$5,000) is recommended unchanged based on current and projected expenses for employees' State Sewer and Water Certifications and continuing education units.
- 722000** **Travel & Transportation** (\$5,000) is recommended for staff to attend required training.

SPECIAL DISTRICTS DIVISION

FIXED ASSETS

740300 **Equipment** (\$0) is recommended decreased. No Fixed Assets are budgeted for the 23/24 FY.

INTRAFUND TRANSFER

770000 **Intrafund Expense Staffing** (\$0) is recommended decreased. These expenditures are now paid directly by the individual districts rather than by 01340.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **SPECIAL DISTRICTS
SERVICES (01340)**
Function: **General**
Activity: **Property Management**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3743	Licensed Utility Worker I or							
3742	Licensed Utility Worker II or							
3840	Utility Worker	18.0	-	18.0		-	-	
3740	Special Districts Electrician	1.0	-	1.0		-	-	
3231	Special Districts Utility Manager	2.0	-	2.0		-	-	
3741	Supervising Licensed Utility Worker	3.0	-	3.0		-	-	
3744	Utilities Superintendent	1.0		1.0		-		
	TOTAL	<u>25.0</u>	<u>-</u>	<u>25.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
TAXES				
610802 LOCAL TRANS FUNDS RD ST MAINT	0	2,866,059	3,306,257	3,306,257
610805 LOCAL TRANS FD PED/BI PROJECT	0	63,440	3,000	3,000
610810 LOCAL TRANS FD MCC	1,834,419	0	0	0
TOTAL TAXES	1,834,419	2,929,499	3,309,257	3,309,257
LICENSES, PERMITS & FRANCHISES				
620401 Road Encroachment	381,285	275,000	275,000	275,000
620402 Road Dvlpmnt & Dscrtnry	69,732	75,000	55,000	55,000
620403 Road Transportaton	50,420	52,500	52,500	52,500
TOTAL LICENSES, PERMITS & FRANCHISES	501,437	402,500	382,500	382,500
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	11,896	12,500	25,000	25,000
640304 HWY 41 R O W - RENTALS	10,142	12,000	10,250	10,250
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	22,037	24,500	35,250	35,250
INTERGOVERNMENTAL REVENUE				
650200 ST - HWY USR TX 2103	2,382,322	2,972,344	2,998,413	2,998,413
650201 ST - HWY USR TX 2104	1,580,371	1,845,212	1,891,243	1,891,243
650202 ST - HWY USERS GAS TAX 2105	1,546,246	1,794,120	1,828,543	1,828,543
650207 ST - HWY USERS GAS TAX 2106	449,935	524,884	544,588	544,588
650208 ST-RD MTC & REHAB	1,700,959	341,000	0	0
654000 ST - OTHER	2,522,003	0	0	0
654035 ST - ISTEAX EXCHANGE	463,374	463,374	463,374	463,374
654517 ST - PUBLIC TRANS MOD	19,875	0	0	0
655500 FED - FOREST RES REV	201,859	175,000	175,000	175,000
657040 FED - BRIDGE REPLACEMENT PROG	1,382,111	8,918,750	7,487,916	7,487,916
657103 FED - CONGESTION MIT AIR QUAL	8,525	826,400	6,669,955	6,669,955
659020 MCTC - ISTEAX EXCHANGE	405,176	837,405	630,000	630,000
659025 SPECIAL REVENUE	8	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	12,662,766	18,698,489	22,689,032	22,689,032

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ROADS & BRIDGES
 (11800)
 Function: Public Ways & Facilities
 Activity: Public Ways
 Fund: Road

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
CHARGES FOR CURRENT SERVICES				
661703 RD & ST SVCS - RD #5	200,000	250,000	400,000	400,000
661704 RD & ST SVCS - SPEC DIST	189,008	500,000	600,000	600,000
661706 RD/ST INTERFUND SERVICES	121,896	500,000	400,000	400,000
661707 ROAD MITIGATION FEES	0	0	150,000	150,000
661708 RD & ST SVCS - MEAS T REIM	1,500,000	12,177,900	0	0
662700 OTHER CHARGES FOR SVCS	168,965	25,000	0	0
662800 INTERFUND REVENUE	618,748	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	2,798,617	13,452,900	1,550,000	1,550,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	2,455,072	2,000,000	7,449,968	7,449,968
672000 Other Sales	3	0	0	0
673000 Miscellaneous Revenue	859,110	200,000	185,000	185,000
680200 Operating Transfers In	95,784	0	0	0
TOTAL MISCELLANEOUS REVENUE	3,409,969	2,200,000	7,634,968	7,634,968
<u>TOTAL ESTIMATED REVENUES</u>	<u>21,229,245</u>	<u>37,707,888</u>	<u>35,601,007</u>	<u>35,601,007</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	3,069,425	3,748,853	3,867,135	3,867,135
710105 Overtime	4,304	12,500	12,000	12,000
710106 Standby Pay	0	0	51,500	51,500
710200 Retirement	1,135,519	1,522,409	1,570,444	1,570,444
710300 Health Insurance	523,050	814,572	1,095,389	1,095,389
710400 Workers' Compensation Insurance	364,130	364,130	364,130	364,130
TOTAL SALARIES & EMPLOYEE BENEFITS	5,096,428	6,462,464	6,960,598	6,960,598
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	30,638	26,000	55,500	55,500
720300 Communications	15,047	17,000	17,500	17,500

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
720305 Microwave Radio Services	100,087	96,540	0	0
720500 Household Expense	51,869	50,000	50,000	50,000
720600 Insurance - Liability	394,329	394,329	394,329	394,329
720601 Insurance - Other	20,573	20,573	20,573	20,573
720800 Maintenance - Equipment	646,091	700,000	700,000	700,000
720900 Maintenance - Buildings & Improvements	28,342	25,000	25,000	25,000
721000 Medical, Dental & Lab Supplies	170	0	0	0
721100 Memberships	315	5,000	5,000	5,000
721300 Office Expense	26,289	12,000	12,000	12,000
721400 Professional & Specialized Services	2,731,609	2,250,000	1,500,000	1,500,000
721500 Publications & Legal Notices	75	0	0	0
721602 Rents & Leases - Equipment	52,320	75,000	75,000	75,000
721800 Small Tools & Instruments	19,686	25,000	35,000	35,000
721900 Special Departmental Expense	2,319,816	3,500,000	3,520,361	3,520,361
722000 Transportation & Travel	6,398	2,000	10,000	10,000
722100 Utilities	125,292	150,000	150,000	150,000
TOTAL SERVICES & SUPPLIES	6,568,945	7,348,442	6,570,263	6,570,263
OTHER CHARGES				
730330 Rents & Leases - Principal	7,274	8,000	8,000	8,000
730800 Right of Ways	329,096	140,000	246,000	246,000
731400 Interfund Expenses	595,122	1,250,000	800,000	800,000
731401 Intrafund Exp - Cost Plan (A-87)	555,025	623,483	151,495	151,495
TOTAL OTHER CHARGES	1,486,517	2,021,483	1,205,495	1,205,495
FIXED ASSETS				
740200 Bldgs & Improve	9,642,821	21,437,650	20,665,050	20,665,050
740300 Equipment	248,014	132,500	199,600	199,600
TOTAL FIXED ASSETS	9,890,835	21,570,150	20,864,650	20,864,650
INTRAFUND TRANSFER				
770100 Intrafund Transfer	0	830,000	0	0
TOTAL FIXED ASSETS	0	830,000	0	0

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ROADS & BRIDGES
 (11800)
 Function: Public Ways & Facilities
 Activity: Public Ways
 Fund: Road

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
<u>TOTAL EXPENDITURES</u>	<u>23,042,724</u>	<u>38,232,539</u>	<u>35,601,006</u>	<u>35,601,006</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>1,813,480</u>	<u>524,651</u>	<u>(0)</u>	<u>(0)</u>

ROADS AND BRIDGES

COMMENTS

The Madera County Public Works Department uses Road Funds to typically maintain, repair, and reconstruct roads, bridges, and traffic control devices on the County's maintained mileage system, in Maintenance Districts, and in County Service Areas within the unincorporated area except for State Highways. The Department maintains about 1,529 miles of roads and 170 bridges. This budget is primarily financed by State Fuel Taxes, Federal-State Allocations, Forest Reserve Funds, Special District Service Charges, State Transportation Improvement Program (STIP), Congestion Mitigation and Air Quality (CMAQ), Transportation Enhancement Activities (TEA), Proposition 1B, American Reinvestment Recovery Act (ARRA), and Traffic Mitigation Fees. The Department receives a five-cent property tax from District No. 5. The revenues from Measures "A" and "T" sales tax funds augment Departmental efforts but are not reflected in this budget. The revenue from Measure "T" provides additional funding, some of which can be used on maintenance activities and significantly improves the Department's preventive maintenance program. In addition, the Measure also addresses congestion issues on a regional basis.

No portion of this budget is financed by local property taxes, except for District No. 5 in the northeastern portion of the County, which had levied a property tax prior to Proposition 13; and this activity is not part of the General Fund Budget.

Note: The Transit Budget was established and not included in the Road Fund Budget in order to simplify the accounts of Transit funds, projects, and issues. Refer to Road Transit Budget (Org 63860) for specific details.

Note: SB1- Road Maintenance and Rehabilitation is no longer budgeted within the Road Fund. The SB1 budget was established to accurately account for the projects proposed to be completed with those funds. Refer to Road SB1 Budget (Org 11810) for specific details.

ESTIMATED REVENUES

- 610800** Local Transit Funds (\$3,309,257) is recommended for Road Street Maintenance \$3,306,257, and Pedestrian & Bicycle Projects \$3,000.
- 620400** License & Permits (\$382,500) is recommended for Road Encroachment \$275,000, Road Development & Discretionary \$55,000, Road Transportation \$52,500.
- 640000** Interest & Rents (\$35,250) is recommended for Interest on Cash \$25,000, Federal - Hwy Row Rental \$10,250.
- 650200** State Revenue (\$7,726,161) is recommended for Highway Users Tax – 2103 \$2,998,413, Highway Users Tax – 2104 \$1,891,243, Highway Users Tax – 2105 (Proposition 111) \$1,828,543, Highway Users Tax – 2106 \$544,588, and ISTEAs Exchange Funds* \$463,374.

ROADS AND BRIDGES

ESTIMATED REVENUES (continued)

- 657000** **Federal Revenue** (\$14,962,871) is recommended for Forest Reserve Title I \$175,000, Federal Funded Bridges (Eng. Services Refunds) \$7,487,916, CMAQ \$6,669,955, and ISTE A Exchange from Madera County Transportation Committee** \$630,000.
- 660000** **Current Services** (\$1,550,000) is recommended for Road and Street Services (District #5) \$400,000, Road and Street Services (Service Areas, Maintenance Districts) \$600,000, Roads Street Interfund/Other Services \$400,000, and Road Mitigation Fees \$ 150,000.
- 672000** **Miscellaneous Revenue** (\$7,634,968) is recommended for Intrafund Revenue (from Measure T and SB1) \$7,449,968, Miscellaneous Refunds & Revenues \$185,000

*ISTEA (Intermodal Surface Transportation Efficiency Act) Exchange Funds represents approximately 110% of previous FAS (Federal Aid Secondary) funds.

**ISTEA Exchange from Madera County Transportation Committee - MCTC reallocates ISTEA funds to member agencies based on population.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,867,135) is recommended increased by \$118,282 based on the costs associated for recommended staff.
- 710105** **Overtime** (\$12,000) is recommended for the costs of overtime needed to perform emergency repairs.
- 710106** **Stand-by Pay** (\$51,500) is recommended to provide for two field staff (one in the mountain area and one in the valley area) to be on stand-by and ready to respond to alarms and emergencies after hours, nights, weekends, and holidays to ensure coverage 24 hours per day, seven days per week at an average rate of 500 hours per month, per area at \$4.00 per hour.
- 710200** **Retirement** (\$1,570,444) is recommended to cover the Department's share of employee retirement costs.
- 710300** **Health Insurance** (\$1,095,389) is recommended for the Department's share of employee health insurance costs.
- 710400** **Worker's Comp Insurance** (\$364,130) is recommended for the Department's share of Worker's Compensation Insurance. This amount is provided to the Department by County Administration.

ROADS AND BRIDGES

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$55,500) is recommended for the cost of uniforms.
- 720300** **Communications** (\$17,500) is recommended for communications expenses.
- 720305** **Microwave Radio Services** (\$0) is recommended based on microwave radio rate schedule for FY 2023-24 which is based on the number of radios in this Department utilizing the County's Microwave Radio Network. Now paid in 731400.
- 720500** **Household** (\$50,000) is recommended for the purchase of general supplies such as cleaners, gloves, etc, and for janitorial and refuse services.
- 720600** **Insurance** (\$394,329) is recommended for the Department's share of County Insurance.
- 720601** **Insurance - Other** (\$20,573) is recommended based on current year costs for Property and Pollution Insurance.
- 720800** **Maintenance - Equipment** (\$700,000) is recommended based on current year and projected expenditures for all equipment repairs, parts, fuels, tires, and overhauls. This account also provides funds for maintenance of office equipment, mobile radios, and other types of maintenance and repair, as well as the Wide Area Network Maintenance cost.
- 720900** **Maintenance-Buildings & Improvements** (\$25,000) is recommended for the costs of grounds maintenance to maintain the Almond yard.
- 721300** **Office Supplies** (\$12,000) is recommended for the purchase of general office supplies such as copier paper, toner, pens, etc.
- 721400** **Professional & Specialized Services** (\$1,500,000) is recommended for the proposed capital improvement projects as outlined in the Department's Capital Improvement Program.
- 721602** **Rents & Leases – Other Equipment** (\$75,000) is recommended based on projected expenditures to rent/lease equipment when County-owned equipment breaks down, or when it is more economical to rent equipment than to purchase equipment. This account also funds the rental of mowing equipment used for special grants in use this fiscal year.
- 721800** **Small Tools & Instruments** (\$35,000) is recommended for the purchase of new or replacement of old small tools.

ROADS AND BRIDGES

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$3,520,361) is recommended based on projected expenditures for the purchase of all road construction materials, asphalt, concrete, various road oils, rock, sand, and dirt.
- 722000** **Transportation & Travel** (\$10,000) is recommended for projected expenses to provide training for the Road Superintendent.
- 722100** **Utilities** (\$150,000) is recommended based on the projected expenditures for water & electrical services.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$8,000) is recommended for the rental of the modular at the North Fork location.
- 730800** **Right of Ways** (\$246,000) is recommended for the purchase of property for County right of way.
- 731400** **Interfund Expenses** (\$800,000) is recommended based on current year costs of the Department's reimbursement of expenses for Public Works staff time spent on Road Fund tasks and expenses related to Public Works administrative costs, Retiree Health Insurance and charges due to other departments.
- 731401** **Interfund Expense – Cost Plan (A-87)** (\$151,495) is recommended based on the draft report of this year's Cost Allocation Plan.

FIXED ASSETS

- 740200** **Buildings & Improvements** (\$20,665,050) is recommended for the replacement/rehabilitation of roads and bridges and for mobile lifts in the shop.
- 740300** **Equipment** (\$199,600) is recommended to purchase the following equipment:
- CMS Boards (2) = \$47,000
 - 4" Water pump = \$6,000
 - Truck-mounted sand box =\$6,600
 - Cab and Chassis (4x4) replacement for Truck 220 =\$ 140,000

INTRAFUND TRANSFER

770100 **Intrafund Transfer** (\$0) is recommended to transfer funds to the SB1 Fund (1181). In previous years SB1 funds had been collected in the Road Fund (1180). This transfer is to move previously collected SB1 funds to the SB1 Fund where they are budgeted for use. This is budgeted at \$0 because all prior SB1 money has been accounted for and the Road Fund longer owes the SB1 fund.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3303	Assistant Engineer	1.0	-	1.0	-	-	-	
3717	Equipment Operator	12.0	-	12.0	-	-	-	
3806	Equipment Service Worker	1.0	-	1.0	-	-	-	
3710	Equipment Shop Supervisor	1.0	-	1.0	-	-	-	
3712	Heavy Equipment Mechanic	5.0	-	5.0	-	-	-	
3812	Parts Assistant I or							
3810	Parts Assistant II	1.0	-	1.0	-	-	-	
3636	Program Assistant I or					-		
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3715	Road Construction and Maintenance Supervisor	7.0	-	7.0	-	-	-	
3801	Road Construction and Maintenance Worker I or							
3802	Road Construction and Maintenance Worker II	24.0	-	24.0	-	-	-	
3308	Road Investigator	1.0	-	1.0	-	-	-	
3711	Senior Heavy Equipment Mechanic	1.0	-	1.0	-	-	-	
3716	Senior Road Construction and Maintenance Worker	6.0	-	6.0	-	-	-	
3721	Senior Traffic Sign Worker	1.0	-	1.0	-	-	-	
3720	Traffic Sign Supervisor	1.0	-	1.0	-	-	-	
3803	Traffic Sign Worker I or							
3804	Traffic Sign Worker II	4.0	-	4.0	-	-	-	
3739	Roads Superintendent	1.0	-	1.0	-	-	-	
TOTAL		68.0	-	68.0	-	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ROADS & BRIDGES
 (11810)
 Function: Public Ways & Facilities
 Activity: Public Ways
 Fund: Road-SB1

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	35,357	30,000	35,000	35,000
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	35,357	30,000	35,000	35,000
INTERGOVERNMENTAL REVENUE				
650208 ST-RD MTC & REHAB	6,075,962	6,879,240	7,479,968	7,479,968
TOTAL INTERGOVERNMENTAL REVENUE	6,075,962	6,879,240	7,479,968	7,479,968
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	830,000	0	0
673000 Miscellaneous	3,895	0	0	0
TOTAL MISCELLANEOUS REVENUE	3,895	830,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>6,115,214</u>	<u>7,739,240</u>	<u>7,514,968</u>	<u>7,514,968</u>
<u>EXPENDITURES:</u>				
FIXED ASSETS				
740200 Bldgs & Improve	11,258,941	15,518,762	3,500,000	3,500,000
740300 Equipment	865	800,000	980,000	980,000
TOTAL FIXED ASSETS	11,259,805	16,318,762	4,480,000	4,480,000
INTRAFUND TRANSFER				
770100 Intrafund Transfer	0	0	3,034,968	3,034,968
TOTAL INTRAFUND TRANSFER			3,034,968	3,034,968
<u>TOTAL EXPENDITURES</u>	<u>11,259,805</u>	<u>16,318,762</u>	<u>7,514,968</u>	<u>7,514,968</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>5,144,591</u>	<u>8,579,522</u>	<u>0</u>	<u>0</u>

SB1-ROADS AND BRIDGES

COMMENTS

SB1- Road Maintenance and Rehabilitation funds had previously been budgeted in the Road Fund for fiscal years 17/18 and 18/19. The SB1 budget was established to accurately account for the projects proposed to be completed with said funds. SB1 funds are collected throughout the year, but run on a different collection cycle from the County fiscal year: August- July

ESTIMATED REVENUES

640101 Interest on Cash (\$35,000) is recommended for interest on cash.

650208 State Road Maintenance and Rehabilitation (\$7,479,968) is recommended based on state estimates.

670000 Intrafund Revenue (\$0) is recommended in this fiscal year.

FIXED ASSETS

740200 Buildings & Improvements (\$3,500,000) is recommended for funding the emergency repairs for damage sustained during the flood/storm events in January- March of 2023.

740300 Equipment (\$980,000) is recommended to purchase the following equipment:

Cat 930M Loader \$285,000

Cat 415L Skip Loader w/Cab \$150,000

Freightliner M2106 w/PB B-5 Patcher 4x4 \$305,000

Freightliner M2108 6-Yard Dump Truck 4x4 \$240,000

SERVICES & SUPPLIES

770100 Intrafund Transfer (\$3,034,968) is recommended for maintenance on main arterials throughout the County and to be used as match for current road projects.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ROAD TRANSIT**
 Budget (63860)
 Function: **Public Ways & Facilities**
 Activity: **Public Ways & Facilities**
 Fund: **Transit**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
TAXES				
610810 LOCAL TRANS FD MCC	117,592	147,354	235,012	235,012
TOTAL TAXES	117,592	147,354	235,012	235,012
REVENUE FROM USE OF MONEY/PROP				
640100 Interest	1,046	270	1,000	1,000
TOTAL REVENUE FROM USE OF MONEY/PROP	1,046	270	1,000	1,000
INTERGOVERNMENTAL REVENUE				
650208 ST SB1 - RD MTC & REHAB	0	556,118	671,437	671,437
654000 ST - OTHER	744,181	0	0	0
654030 ST - TRANSIT ASSISTANCE	1,009,610	749,798	937,602	937,602
654517 ST - PBLC TRNS MOD IMP SVC ENH	30,111	1,119,000	0	0
654539 ST-CAP & Trade (LCTOP)	0	373,600	618,041	618,041
657055 FED-TRANSIT ADMN FTA 5311	818,565	1,209,258	1,099,082	1,099,082
657058 FED-TRANSIT ADMN FTA 5307	0	0	3,677,457	3,677,457
657059 FED - TRANSIT ADMN FTA 5339	0	1,886,040	122,597	122,597
TOTAL INTERGOVERNMENTAL REVENUE	2,602,468	5,893,814	7,126,216	7,126,216
CHARGES FOR CURRENT SERVICES				
661708 RD & ST SVCS - MEAS T REIM	0	683,675	995,951	995,951
662700 OTHER CHARGES FOR SERVICES	0	0	40,000	40,000
TOTAL CHARGES FOR CURRENT SERVICES	0	683,675	1,035,951	1,035,951
MISCELLANEOUS REVENUE				
673000 Miscellaneous	5,653	0	0	0

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **ROAD TRANSIT**
 Budget (63860)
 Function: **Public Ways & Facilities**
 Activity: **Public Ways & Facilities**
 Fund: **Transit**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
TOTAL MISCELLANEOUS REVENUE	5,653	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>2,726,758</u>	<u>6,725,113</u>	<u>8,398,179</u>	<u>8,398,179</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	702	2,850	2,650	2,650
720501 Janitorial	0	1,500	0	0
720800 Maintenance - Equipment	161	0	0	0
720900 Maintenance - Building & Improve	3,136	4,500	5,100	5,100
721100 Memberships	650	700	750	750
721300 Office Expense	0	280	300	300
721400 Professional & Specialized Services	1,210,441	1,629,848	2,041,989	2,041,989
721500 Publications & Legal Notices	0	1,000	40,000	40,000
721900 Special Departmental Expense	2,044	1,440	11,340	11,340
722000 Transportation & Travel	15	0	0	0
722101 Gas & Electrical Utility	9,281	9,800	10,000	10,000
722102 Sewer & Water Utility	469	480	380	380
TOTAL SERVICES & SUPPLIES	1,226,899	1,652,398	2,112,509	2,112,509
OTHER CHARGES				
731400 Interfund Expenses	0	151,914	324,097	324,097
731401 Interfund Exp-Cost Plan (A-87)	0	120,000	14,154	14,154
TOTAL OTHER CHARGES	0	271,914	338,251	338,251
FIXED ASSETS				
740200 Buildings and Improvements	699,422	3,487,000	3,147,419	3,147,419
740300 Equipment/Furniture	0	1,313,801	2,800,000	2,800,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ROAD TRANSIT
 Budget (63860)
 Function: Public Ways & Facilities
 Activity: Public Ways & Facilities
 Fund: Transit

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
TOTAL FIXED ASSETS	699,422	4,800,801	5,947,419	5,947,419
<u>TOTAL EXPENDITURES</u>	<u>1,926,320</u>	<u>6,725,113</u>	<u>8,398,179</u>	<u>8,398,179</u>
<u>USE OF FUND BALANCE (EXP - REV)</u>	<u>(800,438)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

The Transit Budget is a separately established budget from the Road Fund Budget in order to simplify the accounts for Transit funds, projects, and issues. Following are the revenues and expenditures for the Transit Budget. This is not a General Fund Budget.

ESTIMATED REVENUES

- 610810** **Local Trans FD MCC** (\$235,012) is recommended.
- 640101** **Interest on Cash** (\$1,000) is recommended for expected revenue received from the interest earned based on available cash in account.
- 654000** **State Revenue** (\$2,033,411) is recommended for expected revenue received from the State for Transit Asst./ MCC (\$937,602), ST-CAP & Trade (LCTOP) (\$618,041), SB-1-SGR (\$671,437).
- 657000** **Federal Revenue** (\$4,899,136) is recommended for expected revenue received from the federal government for FED – Transit-Admin. FTA 5311 (\$1,099,082), FED- Transit Admin-5339 (\$122,597), and 5307 (\$3,677,457)
- 661708** **Current Services** (\$995,951) is recommended increased for expected revenue from Measure T Reimbursement.
- 662700** **Other Charges for Service** (\$40,000) is recommended for farebox revenue received from ridership.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,650) is recommended decreased \$200 based on current year expenditures.
- 720501** **Janitorial** (\$0) is recommended decreased because the restrooms at Amtrak have been closed to the public.
- 720800** **Maintenance – Equipment** (\$0) is not recommended.
- 720900** **Maintenance – Buildings & Improvements** (\$5,100) is recommended increased \$600 to provide for required maintenance of the Transit Facility.
- 721100** **Memberships** (\$750) is recommended increased \$50 to provide memberships necessary for Transit.

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$300) is recommended increased \$20 based on current year expenditures.

721400 **Professional & Specialized Services** (\$2,041,989) is recommended increased \$412,141 as per the following:

- Contract Consultant - Moy Services – \$121,685
- Fresno County EOC (FCEOC)- transit services provider- \$1,705,304
- Website Services- \$15,000
- Marketing Services- \$50,000
- Master Planning services- \$125,000
- ICT ZEB Implementation- \$25,000

721500 **Publications & Legal Notices** (\$40,000) is recommended increased \$39,000 based on current year expenditures for marketing publications.

721900 **Special Departmental Expense** (\$11,340) is recommended increased \$9,900 based on projected expenses to provide supplies, materials, and maintenance for transit projects.

722101 **Gas & Electrical Utility** (\$10,000) is recommended increased \$200 based on current year expenditures.

722102 **Sewer & Water Utility** (\$380) is recommended decreased \$100 based on current year expenditures.

OTHER CHARGES

731400 **Interfund Expenses** (\$324,097) is recommended for reimbursement of staff time (Program Manager, Administrative Analyst, and a part-time Accountant -Auditor) and expenses related to Public Works administrative costs.

731401 **Interfund Expenses- Cost Plan** (\$14,154) is recommended for Transit’s share of the Cost Allocation plan (A-87).

FIXED ASSETS

740200 **Buildings & Improvements** (\$3,147,419) is recommended reduced \$339,581, as per the following:

- Fare Payment System \$200,000
- Bus Shelters and Amenities \$375,000
- Bus Driver Barriers \$25,000
- Bus Washer \$600,000
- Transit Bus Barn Solar and Charging Infrastructure \$877,360
- Transit Hub East \$1,070,059

740301 **Equipment** (\$2,800,000) is recommended increased \$1,486,199 as per the following:

- Buses (4) (gas) \$600,000
- Buses (6) (electric) \$1,500,000
- Van (1) (gas) \$100,000
- Vans (3) (electric) \$600,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
651301 State - Mental Health EMHI	125,786	243,900	128,350	128,350
651306 State - Mental Health	1,466,059	4,357,715	4,653,540	4,653,540
651320 State - Mental Health Other	0	1,849,126	1,169,250	1,169,250
651326 State - Prop 63 MHSA	14,894,715	16,340,000	18,818,721	18,818,721
656000 FED - Mental Health Services	1,079,901	9,992,916	10,682,391	10,682,391
656005 FED - SAPT	329,770	850,721	990,697	990,697
656006 FED - MHBG	0	545,313	545,313	545,313
656008 FED - MH SAMHSA	172,639	39,136	39,136	39,136
TOTAL INTERGOVERNMENTAL REVENUE	18,068,869	34,218,827	37,027,398	37,027,398
CHARGES FOR CURRENT SERVICES				
661800 Health Fees	76,411	115,553	103,516	103,516
662700 Other Charges for Services	28,572	25,252	25,252	25,252
662800 Interfund Revenue	1,094,331	2,351,943	2,015,474	2,015,474
TOTAL CHARGES FOR CURRENT SERVICES	1,199,314	2,492,748	2,144,242	2,144,242
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	437,155	649,537	649,537	649,537
673000 Miscellaneous	97,889	0	0	0
TOTAL MISCELLANEOUS REVENUE	535,045	649,537	649,537	649,537
OTHER FINANCING SOURCES				
680200 Operating Transfers In	7,430,334	5,227,962	5,542,088	5,542,088
TOTAL OTHER FINANCING SOURCES	7,430,334	5,227,962	5,542,088	5,542,088
<u>TOTAL ESTIMATED REVENUES</u>	<u>27,233,561</u>	<u>42,589,074</u>	<u>45,363,265</u>	<u>45,363,265</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BEHAVIORAL HEALTH
SERVICES (06900)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	7,646,560	12,407,102	13,050,547	13,050,547
710103 Extra Help	139,492	222,564	228,989	228,989
710105 Overtime	1,301	8,841	5,464	5,464
710106 Stand-by Pay	416	1,250	2,852	2,852
710107 Premium Pay	4,880	5,400	115,635	115,635
710110 Uniform Allowance	1,775	1,050	1,050	1,050
710200 Retirement	2,896,803	5,050,135	5,310,860	5,310,860
710300 Health Insurance	1,214,573	2,335,905	3,286,168	3,286,168
710400 Workers' Compensation Insurance	155,123	155,123	343,996	343,996
TOTAL SALARIES & EMPLOYEE BENEFITS	12,060,924	20,187,370	22,345,561	22,345,561
SERVICES & SUPPLIES				
720300 Communications	135,507	162,570	185,231	185,231
720305 Microwave Radio Services	22,661	22,661	22,661	22,661
720500 Household Expense	75,149	80,142	84,638	84,638
720600 Insurance	50,679	17,384	23,244	23,244
720601 Insurance - Other	0	55,000	134,400	134,400
720800 Maintenance - Equipment	69,621	76,962	76,962	76,962
720900 Maintenance - Structures and Grounds	13,148	67,589	67,589	67,589
721000 Medical/Dental/Lab Supplies	596	10,000	10,000	10,000
721100 Memberships	22,014	26,279	32,500	32,500
721300 Office Expense	101,513	102,600	115,262	115,262
721400 Professional & Specialized Services	1,200,536	2,246,718	2,248,996	2,248,996
721406 Mental Health - Conservatorships	5,306	0	7,130	7,130
721415 Mental Health - HIV Program	4,250	0	5,076	5,076
721416 Mental Health - Institute for Mental Disease	2,767,680	4,277,530	3,927,820	3,927,820
721421 Mental Health-State Hospital	688,900	1,008,250	1,008,250	1,008,250
721422 Adult System of Care	1,946,985	2,772,952	2,368,200	2,368,200

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
721426 Software Maintenance/Modification	4,435	39,126	39,126	39,126
721445 SD/MC Hospital Expense	3,135,975	3,462,335	4,072,722	4,072,722
721446 Managed Care Network	641,968	736,823	697,418	697,418
721448 KV Support/Management Info Sys	20,202	320,000	981,783	981,783
721468 Professional & Specialized Services - Unidentified	1,409,592	2,027,929	1,804,776	1,804,776
721500 Publications & Legal Notices	1,295	2,475	3,500	3,500
721601 Rents & Leases - Co Vehicles	2,350	8,500	8,500	8,500
721900 Special Departmental Expense	12,537	23,500	35,774	35,774
722000 Transportation & Travel	8,827	17,650	22,650	22,650
722100 Utilities	100,986	142,165	149,273	149,273
TOTAL SERVICES & SUPPLIES	12,442,712	17,707,140	18,133,481	18,133,481
OTHER CHARGES				
730121 Housing Assistance	0	0	60,000	60,000
730122 Food Assistance	0	0	60,000	60,000
730330 Rents & Leases - Principal	268,790	456,440	470,133	470,133
TOTAL BUILDING DEPRECIATION	268,790	456,440	590,133	590,133
FIXED ASSETS				
740213 MH Building & Improvement	0	25,000	25,000	25,000
740300 Equipment	0	260,000	330,000	330,000
TOTAL FIXED ASSETS	0	285,000	355,000	355,000
OTHER FINANCING USES				
750100 Operating Transfers Out	0	99,800	99,800	99,800
TOTAL OTHER FINANCING USES	0	99,800	99,800	99,800
INTRAFUND TRANSFER				
770100 Intrafund Expense	1,576,285	2,487,850	2,487,850	2,487,850

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: BEHAVIORAL HEALTH SERVICES (06900)
 Function: Health & Sanitation
 Activity: Health
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
TOTAL INTRAFUND TRANSFER	1,576,285	2,487,850	2,487,850	2,487,850
<u>TOTAL EXPENDITURES</u>	26,348,711	41,223,600	44,011,825	44,011,825
<u>NET COUNTY COST (EXP - REV)</u>	<u>(884,850)</u>	<u>(1,365,474)</u>	<u>(1,351,440)</u>	<u>(1,351,440)</u>

BEHAVIORAL HEALTH SERVICES

COMMENTS

The mission of Madera County Behavioral Health Services is to promote the prevention of and recovery from mental illness and substance abuse for the individuals, families, and communities we serve by providing accessible, caring, and culturally competent services. The Department provides for the mental health needs of Madera County residents who meet the criteria outlined in the Welfare and Institutions Code Section 5600.3 and serves as the Managed Care Plan for all Madera County Medi-Cal eligible beneficiaries in need of specialty mental health services. The Department also serves residents who meet criteria outlined in the Welfare and Institutions Code Section 14184.402 Drug Medi-Cal beneficiaries in need of prevention services and substance use disorder treatment services under Drug Medi-Cal.

Behavioral Health Services participates in several interagency collaborative programs.

The collaborative programs that focus on adults are as follows:

- **Madera Access Point (MAP)**, a collaborative program with the Department of Social Services, providing mental health and substance abuse treatment to CalWORKS beneficiaries who have a barrier to employment due to their behavioral health problems.
- **Adult Drug Court Program**, a collaborative program with the Courts and Probation, serving non-violent offenders and providing them with an option of treatment rather than incarceration.
- **Hope House and Mountain Wellness Programs**, drop-in socialization centers for mentally ill adults and youth. The Department contracts with Turning Point of Central California to run the centers using Mental Health Services Act (MHSA) funding.
- **AB 109 Community Correction Partnership (CCP) Program**, a collaborative program with Probation, Department of Corrections, and other law enforcement or social service agencies involved in providing supervision and/or services to participants.
- **Diversion Program (DSH)**, a collaboration program between DSH and county governments to develop or expand diversion programs for individuals with serious mental illness who face felony charges and could be determined to be Incompetent to Stand Trial (IST)
- **Crisis Care Mobile Unit (CCMU)**, a 24/7 crisis response team that provide services for Madera, Chowchilla, and Oakhurst regions of Madera County.
- **Gambling Addiction Initiative**, to supplement budget for alcohol education and the treatment and prevention of problem gambling and gambling disorders alongside Picayune Rancheria of Chukchansi Indians and the North Fork Rancheria of Mono Indians of California.

COMMENTS (continued)

- **CARE Court SB-1338**, Community Assistance, Recovery and Empowerment Court is a new framework to assist people with mental health and substance use disorders that provide the support and care they need. CARE Court connects a person struggling with untreated mental illness and often substance use challenges with a court ordered Care Plan for up to 24 months. CARE Court's design is based on evidence of many people can stabilize, begin healing, and exit homelessness in a less restrictive, community-based care setting.

The collaborative programs that focus on Children & Youth are as follows:

- **Juvenile Justice Program**, a collaborative program with Madera Unified School District and Probation, serving youth at Court Day School, Juvenile Hall, and the Juvenile Correctional Camp program. Youth who are identified as having mental health or substance use issues are assessed and provided treatment by mental health clinician or an alcohol and drug counselor.
- **Foster Care Youth Services**, is a collaborative program with Department of Social Services and Public Health, serving youth who have been placed in foster care. Youth are assessed and provided treatment for identified mental health and substance use disorder needs. Behavioral Health staff attend Child and Family Team meetings to assist in the coordination of care for the youth and families involved.
- **Mental Health Student Services Act of 2019**, is a partnership with Madera County Superintendent of Schools to expand access to mental health services for children and youth, including campus-based mental health services, and to facilitate linkage and access to ongoing and sustained services.

Mental Health Services Act (MHSA)

In November 2004, California voters approved Proposition 63 (Mental Health Services Act) which provided funds to transform the public mental health system. The MHSA is based on the principles of recovery to keep individuals in their communities rather than in institutions or on the street. In March 2011, the passage of AB 100 (Committee on Budget – 2011) resulted in an administrative shift of responsibility from the State of California to the County. All MHSA funded programs must include the following principles:

- Community collaboration
- Cultural competence
- Client/family-driven mental health system for all targeted populations
- Wellness focus, which includes the concept of recovery and resilience
- Integrated service experiences for clients and their families throughout their interactions with the mental health system

BEHAVIORAL HEALTH SERVICES

In 2023-24, the Department will have the following MHSA programs in operation:

Community Services and Support (CSS), focusing on treatment for unserved and underserved populations.

- Full-Service Partnerships - Children / Transitional Age Youth
- Full-Service Partnerships - Adults / Older Adults
- System Development - Expansion Services
- System Development - Supportive Services and Structures
- Outreach and Engagement- Community Outreach to Unserved Individuals

Prevention and Early Intervention (PEI), targeting individuals who are at risk of developing mental illness.

- Community Outreach & Wellness Center(s) (Wellness/Drop-in Centers located in Madera and Oakhurst)
- Community and Family Education

Innovation (INN) a five-year INNOVATION project, which went through the stakeholder process and was presented to the Madera County Board of Supervisors in 21/22 fiscal year. The project DAD, Anxiety & Depression (DAD) will focus on increasing collaboration between health care providers and Behavioral Health Services for perinatal postpartum mood and anxiety disorders (PMAD) for fathers.

Housing Program for the mentally ill homeless population:

- In October 2015, Serenity Village, a seven (7) unit housing facility was opened in Oakhurst to provide housing for clients who are disabled and homeless or at risk of being homeless with priority given to veterans. Behavioral Health Services is the primary source of referrals to this facility.
- April 28, 2016, MHSA Housing Program Funds became available for three years of rental assistance and/or capitalized operation through MMHSA Housing Inc.
- June 25, 2018, No Place Like Home Funding was technical assistant grant for the collaboration with Self Help Enterprise Corporation. The Madera Sugar Pine Village project provides 52 affordable housing units with 16 dedicated for clients of Madera County Behavioral Health.
- La Esperanza housing development is a 48-unit affordable housing development for low and very low-income households. The project will set aside 7 units dedicated for clients of Madera County Behavioral Health.
- The MMHSA Housing, Inc., a non-profit, is currently operating two housing units on behalf of Behavioral Health Services for people who have mental illness. The MMHSA Housing, Inc. non-profit will continue to look for opportunities to expand housing options for the people mental illness.
- The Madera Rescue Mission has 24 beds of shared housing that are dedicated to MCDDBHS clients who need temporary housing. MRM provides meals and daily living supplies, provides 24-hour staff for safety and security of residents, and offer

BEHAVIORAL HEALTH SERVICES

HOUSING PROGRAM (continued)

programming. MCDBHS refers adult individuals and provides case management services to assist in linking with treatment needs as well as other community resources.

PROGRAM SERVICES

<u>Program</u>	<u>2021-22 Actual Service</u>	<u>2022-23 Estimated Service</u>	<u>2023-24 Projected Service</u>
Unique Clients Served - Mental Health	3,812	5,352	5,250
Unique Clients Served - Substance Use Disorder	744	966	1,013
Treatment Contacts - Substance Use Disorder	6,552	5,758	7,471
Treatment Contacts – Mental Health	43,300	42,468	70,056
Inpatient Beds Days	2,627	2,950	2,733

ESTIMATED REVENUES

- 651300** **State – Mental Health** (\$4,653,540) are projected to increase \$51,925. This revenue is used to offset the costs associated with mental health acute care, medication, jail inmate services (\$51,000) crisis services, as well as general outpatient services. The Department is estimating receipts for Realignment of \$3,245,334 (Account #6121), which \$399,546 revenue will be budgeted in the Social Services-Public Assistance Program budget (07530). The State limits the offset to 10% of funds received. Any short falls is recommended to be transferred from the MH Realignment 1991 Fund Balance (Fund #6121).
- 651320** **State- Mental Health Other** (\$1,169,250) are projected to decrease \$679,876. This revenue consists of grant funding for Crisis Care Mobile Units, CARE Court, Dept of State Hospital Diversion Expansion funding, and BH Quality Improvement Projects.
- 651326** **State – Prop 63 MHSA** (\$18,818,721) are projected to increase \$2,478,721. This revenue is used to fund MHSA programs including community services and supports, prevention and early intervention programs, innovation projects, and housing services. Any short falls in this revenue will be mitigated by recommendations to transfer resources from the MHSA Trust Fund Balance. State regulation requires that Prop 63 MHSA funding must be used within three years of receipt, or the funds must revert to the State.

BEHAVIORAL HEALTH SERVICES

ESTIMATED REVENUES (continued)

- 656000** Federal – Mental Health Services (\$10,682,391) are projected to increase \$689,475. This revenue is received to pay for Medi-Cal eligible mental health and substance use disorder services to beneficiaries. These funds require a matching amount usually at the rate of 50 cents for every dollar spent. New grant funding for CPD Crisis Intervention TEAMS, and Substance Use Disorder Expansion Program funding.
- 656005** Federal – SABG (\$990,697) funding is projected to increase \$139,976. The Substance Abuse Prevention and Treatment are Federal Block Grant award for Substance Use Disorder and ARPA funding.
- 656006** Federal – MHBG (\$545,313) are projected to not change. The Substance Abuse & Mental Health Services Administration (SAMHSA), Center for Mental Health Services (CMHS) provides grant funds to establish or expand an organized community-based system of care for providing non-Title XIX mental health services to children with serious emotional disturbances (SED) and adults with serious mental illness (SMI). The program receives Federal Block Grant awards for substance use disorder services. These funds provide for Non-Medi-Cal substance use disorder services.
- 656008** Federal – MH SAMHSA (\$39,136) are projected to not change. Projects for Assistance in Transition from Homelessness (PATH). Homeless outreach in transition from homelessness.
- 661800** Health Fees (\$103,516) are projected to decrease by \$12,037. These fees are collected for provided services and include patient fees, patient third-party insurance payments, and Medicare.
- 662700** Other Charges for Services (\$25,252) are projected to not change. These funds are used to monitor local DUI and PC1000 programs and support client services in Institution for Mental Disease (IMD) facilities.
- 662800** Interfund Revenue (\$2,015,474) are projected to decrease \$336,469. These funds are from the Department of Social Services to provide services to Madera County residents. Realignment revenue covering County services provided through the Countywide Cost Allocation Plan.
- NOTE:** The Cost Allocation Plan is funded with Local Revenue funds.
- 670000** Intrafund Revenue (\$649,537) are projected to not change. This is the revenue for Madera Access Point (MAP) program.

BEHAVIORAL HEALTH SERVICES

ESTIMATED REVENUES (continued)

680200 **Operating Transfer In** (\$5,542,088) are projected to increase \$314,126. These funds are Local Revenue 2011, AB109, Chukchansi Gambling Problem, Tribal Council and Local Court Fees and Fines.

NOTE: Required General Fund cash match is (\$11,973 for mental health, \$8,429 for alcohol and drug programs, and \$2,113 for the perinatal program). This General Fund match is mandated by the State; Realignment funds cannot be used for this required County Match.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$13,050,547) are recommended to increase \$643,445 from current year based on cost of recommended staffing.

710103 **Extra Help** (\$228,989) is recommended to increase \$6,425 and continue to fund State-mandated staffing requirements for 3.0 FTE Program Assistant I, 1.0 MH Clinician and stipends to pay students in the master program.

710105 **Overtime** (\$5,464) is recommended to decrease \$3,377 to provide approximately compensation for hours worked in excess of regular business hours. Overtime may be required to meet program requirements and client service needs.

710106 **Standby Pay** (\$2,852) is recommended to increase \$1,602 and is used for after-hour back-up services to ensure State mandated coverage for after-hours services is met.

710107 **Premium Pay** (\$115,635) is recommended to increase \$110,235 for special compensation matters, based on the actual use of bilingual staff and hard to recruit incentive pay.

710200 **Retirement** (\$5,310,860) is recommended to increase \$260,725 and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$3,286,168) is recommended to increase \$950,263 is based on the employer's share of health insurance premiums and/or deferred compensation.

710400 **Workers' Compensation** (\$343,996) is recommended to reflect the Department's contribution to the County's Self-Insurance Internal Service Fund.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES

- 720300** **Communications** (\$185,231) is recommended increased \$22,661 based on estimated telephone service costs including projected cell phone expenses. The account previously funded the Department's share of the WAN cost (\$35,572) and use of the MHPL lines for the client data system contained in the electronic medical records as mandated by HIPAA requirements.
- 720305** **Microwave Radio Services** (\$22,661) is recommended to remain unchanged as planned expenditures for the Department's use of the County's Microwave Radio Service by the Chowchilla and Oakhurst locations.
- 720500** **Household Expense** (\$84,638) is recommended to increase \$4,496 and includes expenditures for carpet cleaning, refuse disposal and janitorial services at several locations.
- 720600** **Insurance** (\$22,661) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **Insurance - Other** (\$134,400) is recommended to increase \$79,400 to provide for this Department's portion of medical malpractice and property premiums.
- 720800** **Maintenance - Equipment** (\$76,962) is recommended to remain unchanged and includes expenditures for the maintenance of office equipment, vehicle fuel and repairs, telephone system maintenance. The Department utilizes the Central Garage for maintenance of 30 vehicles. The Department fleet consists of four (4) vehicles with mileage over 120,000 that results in increased maintenance costs, and over 1,000 gallons of gasoline are utilized per month. Beginning in Fiscal Year 2012-13, the Department implemented the replacement plan of a minimum of two to six (2-6) vehicles per year.
- 720900** **Maintenance - Structures and Grounds** (\$67,589) is recommended unchanged and includes expenditures for maintenance and repairs for services and office facilities.
- 721000** **Medical/Dental/Lab** (\$10,000) is recommended unchanged and includes expenditures for projected usage for medication and laboratory testing for indigent and AB109 clients and any necessary lab expenses.
- 721100** **Memberships** (\$32,500) is recommended to increase \$6,221 and includes expenditures for the following memberships: the County Behavioral Health Directors Association of California , Mental Health Directors Association - Mental Health Services Act, Central Valley Housing, California Social Work Education Center (CalSWEC), National Association for Behavioral Health Care , National Association of Behavioral Health Directors , California Institute for Mental Health , Healthcare Compliance Association , Anasazi Software National Alliance , and MHSA-PEI.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$115,262) is increased \$12,662 and includes expenditures for general office supplies which are anticipated to increase in cost due to inflation, economic headwinds in retail markets, and increase in dept staffing.
- 721400** **Professional & Specialized Services** (\$2,248,996) is recommended increased \$2,279 to provide more resources for contract services for psychiatrists, psychiatrist tele-med, Employee Assistance Program, burglar and fire alarm monitoring, after-hour answering services, medication monitoring contract, program evaluator, conservatorship investigations, security for regular operations and evening groups, and interpreter services. This budget also includes the MHSA Housing Program Supplemental Assignment Agreement related to security as needed for the two housing projects. The Department contracts are for full days of psychiatrist, tele-med, and medication monitoring services; however, the service hours are based on client medical needs.
- 721416** **Mental Health - Institute for Mental Disease (IMD)** (\$3,927,820) is recommended to decrease \$349,710 to fund a portion of the cost to treat patients in locked Mental Health Care facilities and unlocked Board and Care facilities. Client assistance for MHSA, AB109, PATH and MHBG with wrap around services, including housing and utilities subsidies, incentives, and purchase of clothing and/or tools for employment needs. In addition, the costs include the state regulations requiring Behavioral Health to pay for a client's ancillary medical health care costs while receiving mental health care in an IMD.
- 721421** **Mental Health - State Hospital** (\$1,008,250) is recommended to remain unchanged and includes expenditures for the purchase of five (5) beds at the acute level in State Mental Health Hospitals.
- 721422** **Adult System of Care** (\$2,368,200) is recommended decrease \$404,752 to fund portions of the MHSA PEI Madera and Oakhurst drop-in centers through a contract, which provides daily skill classes, including cooking, budgeting, and job club and a contract with an employment agency for five (5) to ten (10) peer support workers whose work duties are focused on engaging clients and/or family members, including those who are in crisis, and informing family members of available services in the community. These peer workers also provide follow-up on discharged clients, and they assist in parenting classes. The peer support workers satisfy the MHSA goal to integrate clients and/or family members into the mental health system. In addition, costs for the Innovation project, and the contract for after-hours crisis services including the mobile crisis are also included in this account. Additional Services include Emergency Room After Hours, overage and Crisis Mobile Service
- 721426** **Software Maintenance/Modification** (\$39,126) is recommended to remain unchanged and includes expenditures for annual fees for the necessary network software. The licenses included are Encryption and Symantec's licenses with reoccurring costs, and warranties for the Department server and Microwave.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

- 721445** **SD/MC Hospital Expense** (\$4,072,722) is recommended increased \$610,387 and includes expenditures for psychiatric inpatient services provided to Madera County Medi-Cal recipients and indigent clients in both contracted and non-contracted acute psychiatric hospitals, for Youth Day Services Treatment in licensed group home facilities, and the AB403 Foster Youth Continuum of Care Reform.
- 721446** **Managed Care Network** (\$697,418) is recommended to decrease \$39,405 and includes expenditure for contracted clinicians in the Medi-Cal Managed Care Plan to provide Mental Health Outpatient counseling to Medi-Cal recipients. These services include outpatient treatment, Therapeutic Behavioral Services (TBS), and treatment for Katie A Settlement.
- 721448** **Kings View Support / Management Information Systems** (\$981,783) is recommended increased \$661,783 for computer support from InSync Healthcare Solutions, Cerner Anasazi client software by Cerner, and implementation of a new Electronic Health Records System.
- 721468** **Professional & Specialized - Other Unidentified Services** (\$1,804,776) is recommended decrease \$223,153 and includes expenditures to fund alcohol and drug residential treatment for residents who need this level of care, and provides on-site professional trainers for the curriculum and/or training of evidence-based outcomes for intervention, treatment services partially funded with Statewide MHSa PEI Sustainability and Central Valley Suicide Prevention Hotline, and to fund other professional & specialized services.
- 721500** **Publications & Legal Notices** (\$3,500) is recommended increased \$1,025 and includes expenditures associated with recruiting licensed staff for the Managed Care Plan and costs associated with public service announcements required for MHSa Plans.
- 721601** **Rents & Leases – Equipment** (\$8,500) is recommended to remain unchanged for the use of County vehicles from the Central Garage for approximately 12,400 miles. The Department sometimes transports clients to and from group homes, IMD's, and Board and Care facilities rather than have the client transported by ambulances. Due to the MHSa "whatever it takes" mandate, some of these services include transportation to medical appointments.
- 721900** **Special Departmental Expense** (\$35,774) is recommended increase \$12,274 for educational and promotional materials, training and special activities of the Department, expenses of the Behavioral Health Advisory Board, the Quality Improvement Committee, and other enhancements related to the Mental Health Program. This account also includes funding for the reimbursement for professional license renewal per the County MOU, fees for Providers of Continuing Education, drug testing kits for Drug Court, the biological waste contract, credential verification, and fingerprinting of new hires and volunteers.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

- 722000** **Transportation & Travel** (\$22,650) is recommended to increase \$5,000 and includes expenditures for staff conferences, meetings, and training seminars, and to reimburse private mileage expense. Due to National Reform, integrated services are mandated, and with the new mandates from the Department of Health Care Services, it is critical that the Department take advantage of all training, workshops, and attend monthly meetings.
- 722100** **Utilities** (\$149,273) is recommended to increase \$7,108 for the Department's share of utilities at County buildings occupied by Behavioral Health staff.

NOTE: The total Services & Supplies expenditure accounts detailed above do not reflect the Department's share of the cost for contracted mental health services to jail inmates. These amounts are already appropriated as expenditures in the budget of the Department providing the indirect service/benefit, and as revenue derived from Realignment Funds budgeted in the Revenue section of this document.

OTHER CHARGES

- 730121** **Housing Assistance** (\$60,000) is recommended for rental assistance or capitalized operating subsidies, security deposits, utility deposits or other move in costs assistance, utility payments, and moving cost assistance for unserved or underserved populations.
- 730122** **Food Assistance** (\$60,000) is recommended for food assistance for outreach and engagement activities for homeless as well as providing groceries for unserved or underserved populations.
- 730330** **Rents & Leases – Principal** (\$470,133) is recommended to increase \$13,693 for the lease of copy equipment and for leased office space for the Mental Health staff located at the Madera Pine Point Recovery Center, Oakhurst Counseling Center, Chowchilla Recovery Center, the PEI-Madera Drop-in/Wellness Center, and a storage facility.

BEHAVIORAL HEALTH SERVICES

OTHER CHARGES (continued)

FIXED ASSETS

740300 **Equipment** (\$330,000) is recommended increased \$70,000 for the following fixed assets (there is no net-County cost associated with these assets):

1. Vehicles (R) (\$300,000) is recommended to replace (number of vehicles 4) vehicles based on the MGT study that recommended replacement of vehicles once they obtain 120,000 miles or 10 years of age and (2) new vehicles for emergency response grant needs. 4 replacement vehicles were included in 22/23 budget but due to national vehicle shortages, the purchase was not completed. The following vehicles are recommended to be replaced:

<u>Vehicle to be Replaced</u>	<u>Odometer</u>	<u>Replacement Vehicle</u>
2006 Malibu	140,000	Chevrolet AWD Equinox SUVs
2007 Taurus	137,000	Chevrolet AWD Equinox SUVs
2008 Taurus	136,000	Plymouth Van
2008 Avenger	135,000	Plymouth Van

OTHER FINANCING USES

750100 **Op Transfer Out** (\$99,800) is recommended to remain unchanged. The depreciation cost is from the 7th Street site thus, charged to the Mental Health, CALWORKS Program, Alcohol and Drug Program, and the Perinatal Program. The MHSA programs (CSS, PEI, WET and INN) will not be charged for the initial remodel depreciation since the MHSA program cost was directly charged to the MHSA Capital Facilities and Technological Needs (CFTN) funds. However, the MHSA programs will be charged for the additional remodel expense.

INTRAFUND TRANSFERS

770100 **Intrafund Expense** (\$2,487,850) is recommended to remain unchanged. This account reimburses the Public Health Department for the cost of annual TB test and medical disposal and drug testing, Department of Social Services Office Assistance for the Public Guardian’s Office, Human Resources for Employer Share Retiree Insurance, Postage. Building and Grounds Maintenance for maintenance of structures and grounds; Auditor Office Financial Enterprise; and Information Technology for maintenance of hardware and software at sites connected to the County network and other associated costs.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

BEHAVIORAL HEALTH
 SERVICES (06900)
 Health & Sanitation
 Health
 General

JCN	CLASSIFICATION	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3201	Accountant-Auditor I or							
3202	Accountant-Auditor II or							
3203	Senior Accountant Auditor	1.0	-	1.0	-	-	-	
3601	Account Clerk I or					-	-	
3602	Account Clerk II or							
3349	Accounting Technician I or							
3354	Accounting Technician II	2.0	-	4.0	-	2.0	-	F
3353	Senior Accounting Technician	2.0	-	2.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	9.0	-	12.0	-	3.0	-	A
3610	Administrative Assistant	5.0	-	6.0	-	1.0	-	H
3115	Assistant Behavioral Health Services Director	1.0	-	1.0	-	-	-	
3299	Behavioral Health Program Supervisor or							
3173	Supervising Mental Health Clinician	12.0	-	11.0	-	(1.0)	-	C
3160	Behavioral Health Services Division Manager	5.0	-	5.0	-	-	-	
3377	Business Systems Analyst I or							
3378	Business Systems Analyst II	-	-	1.0	-	1.0	-	A
3688	Central Services Worker	2.0	-	2.0	-	-	-	
3528	Community Health and Wellness Assistant	2.0	-	2.0	-	-	-	
2137	Director of Behavioral Health Services	1.0	-	1.0	-	-	-	
3197	Deputy Director Operations	1.0	-	1.0	-	-	-	
3213	Certified A&D Counselor or SUD Counselor	14.5	-	14.5	-	-	-	
3535	PH Clinical Services Assistant	4.0	-	-	-	(4.0)	-	D
3640	PH Assistant	-	-	4.0	-	4.0	-	D
4222	Executive Assistant to Department Head	1.0	-	1.0	-	-	-	
4130	Fiscal Manager	1.0	-	1.0	-	-	-	
3268	Health Education Coordinator	4.0	-	4.0	-	-	-	
TBD	Medical Director	0.5	-	0.5	-	-	-	
3359	Mental Health Aide or							
3278	Mental Health Caseworker I or							
3279	Mental Health Caseworker II or							
3279	Senior Mental Health Caseworker	40.0	-	44.0	-	4.0	-	E
3533	Office Assistant I or							
3534	Office Assistant II	5.0	-	8.0	-	3.0	-	G

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

BEHAVIORAL HEALTH
 SERVICES (06900)
 Health & Sanitation
 Health
 General

	2022-23 Authorized Positions		2023-24 Proposed Positions		Y-O-Y Changes in Positions		
3656 Office Services Supervisor I or							
3655 Office Services Supervisor II	1.0	-	1.0	-	-	-	
3274 Prelicensed Mental Health Clinician or							
3275 Licensed Mental Health Clinician	52.0	-	52.0	-	-	-	
4126 Principal Administrative Analyst	1.0	-	2.0	-	1.0	-	A
3636 Program Assistant I or							
3637 Program Assistant II	9.0	-	11.0	-	2.0	-	B
3654 Senior Program Assistant	6.0	-	6.0	-	-	-	
3329 Program Manager	1.0	-	5.0	-	4.0	-	C
3266 Registered Nurse I or LVN							
3267 or Registered Nurse II	4.0	-	4.0	-	-	-	
3253 Nurse Practitioner	1.0	-	1.0	-	-	-	
3522 Vocational Assistant-Driver	7.0	-	7.0	-	-	-	
TOTAL	195.0	-	215.0	-	20.0	-	

NOTES:

- A** Reflects the request to add three (3) flexibly staffed Administrative Analyst I/II or Senior Administrative Analyst positions and one (1) Principal Administrative Analyst and one (1) Business Systems Analyst based on fiscal needs relating to implementation of CalAIM and new EHR system implementation and support with MHP DMC/ODS.
- B** Reflects the request to add two (2) Program Assistants I/II for contract management and Oakhurst location.
- C** Reflects the request to reduce one (1) Behavioral Health Program Supervisors and add four (4) Program Managers for CalAIM deliverables, contract and grant management, housing support management, and Mental Health Service Act (MHSA) Cultural Competency.
- D** Reflects the request to remove four (4) PH Clinical Services Assistants and add four (4) PH Assistants to assist in Telehealth.
- E** Reflects the request to add four (4) flexibly staffed Mental Health Caseworker I/II, Mental Health Aid, or Sr Mental Health Caseworkers for Housing Assistance Program and Crisis Care Mobile Unit.
- F** Reflects the request to add two (2) Accounting Technicians I/II for projected fiscal billing needs.
- G** Reflects the request to add three (3) flexibly staffed Office Assistants to replace positions currently held by contracted positions and
- H** Reflects the request to add one (1) Administrative Assistant to assist Assistant Director with administrative functions.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROPERTY				
640400 Royalties	356	500	500	500
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	356	500	500	500
INTERGOVERNMENTAL REVENUE				
651100 State - CA Children Services	999,580	1,107,840	979,172	979,172
652100 State - Health	11,160,299	7,965,317	11,318,158	11,318,158
655200 Federal - Health	962,144	1,049,069	842,967	842,967
657000 Federal - Other	6,174,202	10,205,497	5,592,802	5,592,802
TOTAL INTERGOVERNMENTAL REVENUE	19,296,225	20,327,723	18,733,099	18,733,099
CHARGES FOR CURRENT SERVICES				
661800 Health Fees & Medi-Cal	4,472,390	3,662,342	3,805,324	3,805,324
662000 CA Children's Services	0	140	140	140
662800 Interfund Revenue	675,143	1,926,611	1,707,835	1,707,835
TOTAL CHARGES FOR CURRENT SERVICES	5,147,533	5,589,093	5,513,299	5,513,299
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	880,277	1,065,856	1,041,191	1,041,191
673000 Miscellaneous	146,834	40,600	40,600	40,600
TOTAL MISCELLANEOUS REVENUE	1,027,111	1,106,456	1,081,791	1,081,791
OTHER FINANCING SOURCES				
680200 Operating Transfers In	514,318	1,547,635	602,122	602,122
TOTAL OTHER FINANCING SOURCES	514,318	1,547,635	602,122	602,122
<u>TOTAL ESTIMATED REVENUES</u>	<u>25,985,543</u>	<u>28,571,407</u>	<u>25,930,811</u>	<u>25,930,811</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	7,122,692	9,073,099	9,555,378	9,555,378
710103 Extra Help	1,875,838	2,014,044	115,407	115,407
710105 Overtime	92,595	0	0	0
710107 Standby Pay	3,498	0	0	0
710108 Premium Pay	9,838	0	0	0
710200 Retirement	3,097,428	4,060,814	3,934,712	3,934,712
710300 Health Insurance	1,138,812	1,672,730	1,668,308	1,668,308
710400 Workers' Compensation Insurance	95,960	123,440	135,490	135,490
TOTAL SALARIES & EMPLOYEE BENEFITS	13,436,661	16,944,127	15,409,295	15,409,295
SERVICES & SUPPLIES				
720300 Communications	70,704	71,402	71,402	71,402
720305 Microwave Radio Services	62,318	60,109	60,109	60,109
720500 Household Expense	144,498	136,002	136,002	136,002
720600 Insurance	156,633	310,135	271,223	271,223
720800 Maintenance - Equipment	25,393	20,158	20,158	20,158
720900 Maintenance - Structures & Grounds	6,059	5,400	6,060	6,060
721000 Medical/Dental/Lab Supplies	210,841	306,272	133,407	133,407
721100 Memberships	41,758	18,832	46,355	46,355
721200 Miscellaneous Expenses	560	0	0	0
721300 Office Expense	139,009	258,568	140,000	140,000
721400 Professional & Specialized Services	3,590,944	4,922,779	4,423,936	4,423,936
721500 Publications & Legal Notices	212,115	6,700	10,311	10,311
721601 Rents & Leases - Equipment	34,391	49,357	49,357	49,357
721900 Special Departmental Expense	684,985	220,328	177,379	177,379
722000 Transportation & Travel	81,677	91,445	91,445	91,445
722100 Utilities	101,077	95,189	103,060	103,060
TOTAL SERVICES & SUPPLIES	5,562,961	6,572,676	5,740,204	5,740,204

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
OTHER CHARGES				
730330 Rents & Leases - Principal	122,677	152,412	43,872	43,872
730504 Rents & Leases Interest	2,120	920	920	920
TOTAL OTHER CHARGES	124,797	153,332	44,792	44,792
FIXED ASSETS				
740301 Equipment>\$5k	657,107	136,566	0	0
TOTAL FIXED ASSETS	657,107	136,566	0	0
OPERATING TRANSFERS				
750121 Operating Transfer Out to Capital Project	2,553,813	369,068	0	0
TOTAL FIXED ASSETS	2,553,813	369,068	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Transfer	2,602,561	3,177,449	3,111,473	3,111,473
TOTAL INTRAFUND TRANSFERS	2,602,561	3,177,449	3,111,473	3,111,473
<u>TOTAL EXPENDITURES</u>	24,937,901	27,353,218	24,305,764	24,305,764
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,047,642)</u>	<u>(1,218,190)</u>	<u>(1,625,047)</u>	<u>(1,625,047)</u>

COMMENTS

The Madera County Department of Public Health uses health assessment and targeted intervention to reduce the impact of diseases and to promote health equity to the underserved populations. The Department works in partnership with other agencies and organizations to provide essential programs and services to create a safer and healthier Madera County. In addition to providing education, preventative medical services, and population-level interventions, the Department is also responsible for enforcing State and local health laws. This budget does not reflect the cost, staffing, or workload of the Environmental Health Department.

To the extent possible with our available resources, the Department of Public Health provides services and programs to improve our community's health such as: communicable disease control; public health student nursing education; maternal, child, and adolescent home visitation and case management; laboratory services; vital statistics; child health & disability prevention and case management; preventive clinical services and immunizations; linkage and promotion of access to medical care; medical case management; health education; tobacco education and prevention; chronic disease prevention; emergency preparedness; oral healthcare preventative services; and food and nutrition education services. Some program changes occur as funding cycles end and others begin as we are actively seeking new funding streams to address the needs of Madera County.

The Department of Public Health is funded by State Health Realignment, federal and state allocations and grants, private grants, Medi-Cal revenue, and local fees. All Department of Public Health program budgets are continued to be presented in a consolidated budget document for ease of presentation. The following Department budget organizations (orgs) are included in the consolidated figures presented in this document:

<u>ORG</u>	<u>TITLE</u>
06810	Health – Administration Management, Communicable Disease Prevention & Investigations, Lab, Clinic, Vital Statistics, Lead Poisoning Prevention Program, Adult Welfare Nurse Services, and Future of Public Health Funding
06811	Health – County Medical Services Program (CMSP) Grants
06820	Health – CalFresh Healthy Living
06821	Health – California Teen Pregnancy Prevention Program (CA PREP)
06822	Health – Public Health Emergency Preparedness (PHEP)
06823	Health – Hospital Preparedness Program (HPP)
06830	Health – Child Health & Disability Prevention (CHDP)
06831	Health – Foster Care Nurse Services
06851	Health – AIDS Surveillance and AIDS Drug Assistance Program (ADAP)
06852	Health – HIV Care/Ryan White
06853	Health – Housing Opportunities for Persons with AIDS (HOPWA)
06860	Health – Tobacco Education & Prevention

DEPARTMENT OF PUBLIC HEALTH

COMMENTS (continued)

<u>ORG</u>	<u>TITLE</u>
06861	Health – Home Visitation Programs (MCAH, CHVP, and CHVP Expansion)
06862	Health – Pandemic Influenza
06865	Health – Emergency Response
06870	Health – Women, Infants and Children (WIC)
06880	Health – California Children’s Services (CCS)
06890	Health – Community Health Disparities Grants (Oral Healthcare Project and REACH)
06891	Health – Adolescent Family Life Program (AFLP)
06893	Health – CalWORKs Home Visitation Program

<u>WORKLOAD</u>	<u>Actual 2021-22</u>	<u>Estimated 2022-23</u>	<u>Projected 2023-24</u>
<u>Clinic</u>			
Adult Flu Shots	804	1,350	1,400
Routine Childhood Immunizations	1,134	1,050	1,100
Tuberculosis Skin Test/Screenings	1,079	1,100	1,100
Latent Tuberculosis Infection Treatments	15	16	15
Clinics (STD and other specialty clinics)	601	800	900
<u>Communicable Disease</u>			
Communicable Disease – Tuberculosis Cases	1	3	5
Communicable Disease Reports – Title 17 (Madera County)	1,250	1,450	1,520
Communicable Disease Reports – Title 17 (Out of County)	1,330	1,650	1,820
Communicable Disease – TB rule outs	3	5	7
<u>Laboratory Services & Exams</u>			
Diarrheal Pathogen Disease Test	204	308	308
Valley Fever Screening Test	30	29	29

DEPARTMENT OF PUBLIC HEALTH

<u>WORKLOAD (continued)</u>	<u>Actual 2021-22</u>	<u>Estimated 2022-23</u>	<u>Projected 2023-24</u>
<u>Laboratory Services & Exams (continued)</u>			
Active Tuberculosis Disease Screening Test	431	188	100
Syphilis Blood Test	249	240	100
Water Tests	135	120	120
Rabies Screening Tests	121	100	100
Tuberculosis Exposure Blood Test Screening	397	294	200
COVID-19 Testing	16,391	4,000	3,000
Chlamydia/Gonorrhea PCR Test	170	160	160
<u>Child Health and Disability Prevention Program</u>			
Medical Provider Record Reviews	2	7	10
Provider Vision & Hearing Screening Trainings	0	3	2
<u>Foster Care Program</u>			
Psychotropic Medication Monitoring Services Provided	525	525	525
Foster Care DSS Services Provided (Monthly Average)	80	80	80
Emergency Response Nurse DSS Services Provided (Monthly Avg)	30	35	35
<u>California Children's Services Program</u>			
Physical/Occupational Therapy & Diagnosis Caseload (Average)	1,523	1,650	1,700
Monthly Medical Therapy Unit Clinic Attendance	122	143	150
Medical Therapy Unit Caseload	157	162	165
<u>Maternal Child and Adolescent Health</u>			
Case Management Home Visits for New and At-Risk Moms	4,000	4,500	5,000

DEPARTMENT OF PUBLIC HEALTH

<u>WORKLOAD (continued)</u>	<u>Actual</u> <u>2021-22</u>	<u>Estimated</u> <u>2022-23</u>	<u>Projected</u> <u>2023-24</u>
<u>HIV/AIDS Program</u>			
Reported New HIV/AIDS Cases	18	20	20
Current HIV/AIDS Cases Serviced by Department	261	270	270
<u>Women, Infant and Children Program</u>			
Number of Women, Infants & Children Served (average per month)	6,455	7,407	7,540
Percent Exclusively Breastfeeding Women	22.33%	24.85%	25.00%
<u>Community Wellness</u>			
Organizations Provided Support	35	40	40
Tobacco Youth Coalition Membership	15	15	25
Tobacco Coalition Partners	30	25	35
<u>Vital Statistics & Emergency Preparedness</u>			
Births - Madera County residents	2,115	2,284	2,466
Deaths - Madera County residents	1,517	1,354	1,300
Certified Copies of Birth Certificates	255	42	5
Certified Copies of Death Certificates	4,087	2,017	1,723
EP Coalition Partners	47	50	55
<u>Childhood Lead Poisoning</u>			
State Cases	9	10	10
Monitored Cases	132	155	150

DEPARTMENT OF PUBLIC HEALTH

ESTIMATED REVENUES

- 640400** **Royalties-FMC** (\$500) is recommended unchanged for prescription discount and refund revenues.
- 651100** **State – CA Children’s Services** (\$979,172) is recommended decreased \$128,668 for California Children’s Services revenue due to decrease in State funding.
- 652100** **State – Health** (\$11,318,158) is recommended increased \$3,352,841 for revenues coming from Health Realignment funding and a variety of grants coming from the State including Tobacco Education and Prevention, Oral Health, Child Health Disability Prevention, Foster Care Nurse Services, Maternal Child Adolescent Health/Adolescent Family Life Programs, AIDS Surveillance, County Medical Services Program grants, Lead Poisoning Prevention Program, STD grants, State Pandemic Influenza grant for Emergency Preparedness, and Future of Public Health (FoPH) ongoing funding from the State General Fund dedicated to increasing Public Health staffing infrastructure.
- 655200** **Federal – Health** (\$842,967) is recommended decreased \$206,102 for revenues come from a variety of grants including the federally funded portions of the California Children’s Services, CalFresh Healthy Living, and Adolescent Family Life Programs, with the decrease from California Children’s Services funding.
- 657000** **Federal – Other** (\$5,592,802) is recommended decreased \$4,612,695 for federal funding for Department COVID-19 response; with revenues in this budget line from federal grants including Women Infant and Children, Public Health Emergency Preparedness, and Hospital Preparedness Programs, and the federally funded portions of AIDS/Ryan White & HRSA programs, Child Health Disability Prevention, Maternal Child Adolescent Health, Immunizations, and Lead Poisoning Prevention Program, with the decrease from COVID-19 federal funding.
- 661800** **Health Fees and Medi-Cal Revenue** (\$3,805,324) is recommended increased \$142,982 for Medi-Cal revenue and health and laboratory fees.
- 662000** **CA Children’s Services Assessment Fees** (\$140) is recommended unchanged for assessment fees charged for the California Children’s Services program.
- 662800** **Interfund Revenue** (\$1,707,835) is recommended decreased \$218,776 primarily from Health Realignment revenue covering County services provided through the Countywide Cost Allocation Plan. This budget line also includes some revenues from services provided to other County departments.

DEPARTMENT OF PUBLIC HEALTH

ESTIMATED REVENUES (continued)

- 670000** **Intrafund Revenue** (\$1,041,191) is recommended decreased \$24,665 from services to other County agencies including drug testing to Probation and Behavioral Health Services, nurse services to Department of Social Services, and sharps disposal services to other departments.
- 673000** **Miscellaneous** (\$40,600) is recommended unchanged for budgeted revenues primarily from our pharmacy reimbursement program as well as Medical Marijuana card fees.
- 680200** **Operating Transfer In** (\$602,122) is recommended decreased \$945,513 from lower transfers of pre-paid federal revenues due to decreased COVID-19 response funding; with revenues in this budget line coming from revenues from Tobacco Education & Prevention program (Funds 6031 and 6032), administration of the Maddy Health Emergency Services (Fund 1312), and remaining prepaid federal revenues (Fund 1316) for Epidemiology and Laboratory Capacity Advanced Molecular Detection funding.

Revenue Notes:

- Required General Fund cash match is \$81,788. This match by the General Fund is mandated by the State as the County's Maintenance of Effort; Health Realignment funds cannot be used for this required County Match.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$9,555,378) are recommended increased \$482,279 based on the costs of recommended staffing.
- 710103** **Extra Help** (\$115,407) is recommended decreased \$1,898,637 due to decreased use of extra help staff supporting Department COVID-19 pandemic response; with costs in this budget line for use of recommended extra-help staff.
- 710200** **Retirement** (\$3,934,712) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$1,668,308) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$135,490) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

DEPARTMENT OF PUBLIC HEALTH

SERVICES & SUPPLIES

- 720300** **Communications** (\$71,402) is recommended unchanged for county phone lines, cell phones, and fax lines.
- 720305** **Microwave Radio** (\$60,109) is recommended unchanged for the department's share of cost for the IT data exchange to the mountain areas to provide staff access to the County network.
- 720500** **Household Expense** (\$136,002) is recommended unchanged for safety mats, refuse disposal, infectious waste disposal, and janitorial services.
- 720600** **Insurance** (\$271,223) is recommended decreased \$38,912 for Department contribution to insurance premiums including the County's Self-Insured Liability Program (\$16,210), Department contribution to the County's Medical Malpractice premium (\$249,600), and the professional liability insurance premium of the contracted Lab Director (\$5,413).
- 720800** **Maintenance - Equipment** (\$20,158) is recommended unchanged for preventative maintenance of lab equipment for Public Health Laboratory services.
- 720900** **Maintenance - Structures and Grounds** (\$6,060) is recommended increased \$660 for maintenance costs of facilities and grounds.
- 721000** **Medical, Dental & Laboratory Supplies** (\$133,407) is recommended decreased by \$172,865 due to reduced need for medical and laboratory supplies for COVID-19 testing and vaccination clinics; expenses in this budget line include necessary supplies and medications for clinical services and specialty clinics, Flu and other vaccines, medications used to treat Tuberculosis and STDs, laboratory supplies, infectious disease test kits and supplies, and personal protective equipment.
- 721100** **Memberships** (\$46,355) is recommended increased \$27,523 for memberships including the Health Officers Association of California, Maternal Child Health Directors, California Council of Local Health Nursing Directors, Conference of Health Executives Association of California, California Rural Health Association, National Association of City & County Health Officials, the American Public Health Association, Tobacco LLA Project Director's Association, California Conference of Local Health Department Nutritionists, American Dietetic Association, National WIC Association, California WIC Association, and staff certification and license renewals.
- 721300** **Office Expense** (\$140,000) is recommended decreased \$118,568 for office supplies and computers needed to support Department programs, with the decrease primarily due to COVID-19 response needs.

DEPARTMENT OF PUBLIC HEALTH

SERVICES & SUPPLIES (continued)

- 721400** **Professional & Specialized Services** (\$4,423,936) is recommended decreased \$498,843 due to a decreased need to contract with local non-profits to assist with pandemic emergency response; expenses in this budget line include essential contracted services such as for the Public Health Laboratory Director, translation services, proficiency testing for Laboratory certifications, Medical Therapy Program contracted occupational therapy services, emergency preparedness contracts with Madera County healthcare partners, external lab services, professional services related to hosting and support of cloud-based software including the Patagonia Electronic Health Records system and Orchard Enterprise laboratory information management system, and professional services required under the Department's grant programs.
- 721500** **Advertisements, Publications & Legal Notices** (\$10,311) is recommended increased \$3,611 for radio, newspaper, billboard, online, and other media advertisements for health education, promotion of public health services, and employment recruitment advertising costs.
- 721601** **Rents & Leases - Equipment** (\$49,357) is recommended unchanged for charges to the Department for use of County vehicles.
- 721900** **Special Departmental Expense** (\$177,379) is recommended decreased \$42,949 for educational materials, client incentives for public health programs, gloves, storage bins, courier costs, and other program materials, with the decrease primarily from decreased pandemic response activities.
- 722000** **Transportation & Travel** (\$91,445) is recommended unchanged for travel and registration costs for required trainings and reimbursement of staff mileage for use of personal vehicles in the course of Department programs' scope of work.
- 722100** **Utilities** (\$103,060) is recommended increased \$7,871 for costs including energy, gas, water and sewer utilities.

OTHER CHARGES

- 730330** **Rents & Leases - Principal** (\$43,872) is recommended decreased \$108,540 for decreased need for space leases for COVID pandemic response efforts; expenses in this budget line include the principal portion of all lease and rental payments including leased Department computers, copiers, satellite location space rent, and leased storage space.
- 730504** **Rents & Leases - Interest** (\$920) is recommended unchanged for the interest portion of lease and rental payments including leased Department computers.

FIXED ASSETS

740300 **Equipment > \$5k** (\$0) is budgeted for capital asset purchases. As needs are identified these will be brought to the Board for approval.

INTRAFUND TRANSFERS

770100 **Intrafund Transfer** (\$3,111,473) is recommended decreased \$65,976; this budget line includes IT expenses of \$1,426,355 for network fees, required upgrades, help desk tickets, information security, and Finance Enterprise costs; Voice over IP (VoIP) network and phone system costs of \$126,291; Human Resource costs of \$250,000; 311 Customer Service Center costs of \$75,104; Retiree Health Benefits of \$250,000; Live Scan costs of \$300; building and grounds maintenance services projected at \$19,794; Public Health Madera building rent \$893,760; Chowchilla rent of Department of Social Services space \$14,760; Oakhurst rent of space of \$22,380; Pollution Insurance at \$13,500; and Central Services Postage costs at \$19,229.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	2.0	-	2.0	-	-	-	
3349	Accounting Technician I or							
3354	Accounting Technician II or							
3353	Senior Accounting Technician	2.0	-	2.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	9.0	-	10.0	-	1.0	-	A
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3519	Health Education Specialist	1.0	-	-	-	(1.0)	-	A
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0	2.0	1.0	2.0	-	-	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
4110	Assistant Public Health Director	1.0	-	1.0	-	-	-	
3379	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II	1.0	-	1.0	-	-	-	
3417	Communicable Disease Investigator or							
3535	Public Health Clinical Services Assistant or							
3519	Health Education Specialist	3.0	-	3.0	-	-	-	
3528	Community Health & Wellness Assistant or							
3529	Public Health Case Management Assistant or							
3535	Public Health Clinical Services Assistant	9.0	2.0	10.0	2.0	1.0	-	B
3502	Public Health Education Assistant	9.0	-	9.0	-	-	-	
3196	Deputy Public Health Director-Clinical & Nursing Services	1.0	-	1.0	-	-	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

		2022-23 Authorized Positions		2023-24 Proposed Positions			Y-O-Y Changes in Positions	
3197	Deputy Public Health Director-Operations	1.0	-	1.0	-	-	-	
3525	Epidemiologist I or	1.0	-	-	-	(1.0)	-	C
3539	Senior Epidemiologist	1.0	-	2.0	-	1.0	-	C
4222	Executive Assistant to the Dept. Head	1.0	-	1.0	-	-	-	
4130U	Fiscal Manager	1.0	-	1.0	-	-	-	
3268	Health Education Coordinator	10.0	1.0	10.0	1.0	-	-	
3519	Health Education Specialist	15.0	2.0	16.0	2.0	1.0	-	B
pending	Lab Manager	1.0	-	1.0	-	-	-	
3504	Nutrition Assistant I or							
3505	Nutrition Assistant II	11.0	-	13.0	-	2.0	-	D
3504	Nutrition Assistant I or							
3505	Nutrition Assistant II or							
3357	Senior Nutrition Assistant	3.0	-	3.0	-	-	-	
3259	Nutritionist	2.0	-	2.0	-	-	-	
3260	Registered Dietician	1.0	-	1.0	-	-	-	
3232	Occupational Therapist	-	1.0	-	1.0	-	-	
3533	Office Assistant I or							
3534	Office Asssitant II	2.0	-	2.0	-	-	-	
3503	Therapy Assistant	1.0	-	1.0	-	-	-	
3233	Physical Therapist	1.0	-	1.0	-	-	-	
3185	Physical/Occupational Therapy Unit Supervisor	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	6.0	-	6.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Senior Program Assistant	3.0	-	3.0	-	-	-	
3329	Program Manager	3.0	-	3.0	-	-	-	
2126	Public Health Director	1.0	-	1.0	-	-	-	

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
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Fund: **General**

	2022-23 Authorized Positions		2023-24 Proposed Positions			Y-O-Y Changes in Positions	
3182 Public Health Laboratory Director (Contract)	1.0	-	1.0	-	-	-	
3330 Public Health Laboratory Technician	2.0	-	2.0	-	-	-	
3228 Public Health Microbiologist	1.0	-	1.0	-	-	-	
2149 Public Health Officer	1.0	-	1.0	-	-	-	
3198 Public Health Program Manager	5.0	-	5.0	-	-	-	
3263 Public Health Nurse I or							
3264 Public Health Nurse II	16.0	-	16.0	-	-	-	
3266 Registered Nurse I or							
3267 Registered Nurse II or							
3333 Licensed Vocational Nurse I or							
3331 Licensed Vocational Nurse II or							
3535 Public Health Clinical Services Assistant	2.0	-	2.0	-	-	-	
3228 Senior Public Health Nurse	-	-	1.0	-	1.0	-	E
3526 Supervising Public Health Nurse	1.0	-	1.0	-	-	-	
TOTAL	135.0	8.0	140.0	8.0	5.0	-	

NOTES:

- A** Reflects the request of the Department to update one (1) funded flexibly staffed Administrative Analyst I/II or Health Education Specialist position to one (1) funded flexibly staffed Administrative Analyst I/II position
- B** Reflects the request of the Department to increase one (1) funded flexibly staffed Community Health & Wellness Assistant, Public Health Case Management Assistant, or Public Health Clinical Services Assistant and one (1) funded Health Education Specialist position for increased grant support
- C** Reflects the request of the Department to update one (1) funded flexibly staffed Epidemiologist I/II position and one (1) funded Senior Epidemiologist position to two (2) flexibly staffed Epidemiologist I/II/Senior positions supporting expanding epidemiological services
- D** Reflects the request of the Department to increase two (2) funded flexibly staffed Nutrition Assistant I/II positions for increased program need for the Women, Infants, and Children program
- E** Reflects the request of the Department to add one (1) funded Senior Public Health Nurse for increased clinical program needs

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: ENVIRONMENTAL
HEALTH (07100)
Function: Health & Sanitation
Activity: Health
Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620704 Environmental Health Permits	1,570,073	2,220,000	2,268,908	2,268,908
620711 Automation Fee	0	22,000	0	0
TOTAL LICENSES, PERMITS & FRANCHISES	1,570,073	2,242,000	2,268,908	2,268,908
FINES, FORFEITURES & PENALTIES				
630307 Other Fines/Forfeitures & Penalties	26,981	25,000	25,000	25,000
TOTAL FINES, FORFEITURES & PENALTIES	26,981	25,000	25,000	25,000
INTERGOVERNMENTAL REVENUE				
654000 State - Other	17,912	25,000	25,000	25,000
657000 Federal - Other	0			
TOTAL INTERGOVERNMENTAL REVENUE	17,912	25,000	25,000	25,000
CHARGES FOR CURRENT SERVICES				
661502 Booking Fees - County	30			
661800 Environmental Health Fees	211,342	210,000	250,000	250,000
662700 Other Charges for Services	1,405			
TOTAL CHARGES FOR CURRENT SERVICES	212,777	210,000	250,000	250,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	17,242	36,664	20,000	20,000
673000 Miscellaneous	742			
TOTAL MISCELLANEOUS REVENUE	17,984	36,664	20,000	20,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	85,702	70,000	70,000	70,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: ENVIRONMENTAL
HEALTH (07100)
Function: Health & Sanitation
Activity: Health
Fund: General

	ACTUAL 2021-22	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
TOTAL OTHER FINANCING SOURCES	85,702	70,000	70,000	70,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>1,931,428</u>	<u>2,608,664</u>	<u>2,658,908</u>	<u>2,658,908</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	793,151	929,516	1,097,218	1,097,218
710103 Extra Help	147,771	140,548	188,554	188,554
710105 Overtime	0	500	500	500
710106 Standby-HazMat Emergency Response	9,191	10,000	10,000	10,000
710107 Premium Pay	330	0	0	0
710110 Uniform Allowance	2,575	500	500	500
SALARIES & EMPLOYEE BENEFITS (continued)				
710200 Retirement	353,290	377,476	439,085	439,085
710300 Health Insurance	140,218	184,989	258,633	258,633
710400 Workers' Compensation Insurance	19,135	24,684	20,277	20,277
TOTAL SALARIES & EMPLOYEE BENEFITS	1,465,660	1,668,213	2,014,767	2,014,767
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	1,099	2,000	2,000	2,000
720300 Communications	11,951	6,000	6,000	6,000
720600 Insurance	14,109	8,951	5,641	5,641
720800 Maintenance - Equipment	0	2,000	2,000	2,000
721000 Env Testing & Lab Supplies	0	200	200	200
721100 Memberships	1,889	2,000	2,000	2,000
721300 Office Expense	9,990	18,000	18,000	18,000
721400 Professional & Specialized Services	48,360	850,000	550,000	550,000
721500 Publications & Legal Notices	202	300	300	300
721600 Rents & Leases - Co Vehicles	23,203	18,000	25,000	25,000
721900 Special Departmental Expense	2,161	4,000	4,000	4,000
722000 Transportation & Travel	4,966	11,500	11,500	11,500
TOTAL SERVICES & SUPPLIES	117,930	922,951	626,641	626,641

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ENVIRONMENTAL
 HEALTH (07100)
 Function: Health & Sanitation
 Activity: Health
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
OTHER CHARGES				
730330 Rents & Leases - Equipment	5,661	7,500	7,500	7,500
TOTAL OTHER CHARGES	5,661	7,500	7,500	7,500
INTRAFUND TRANSFER				
770100 Intrafund Expense	0	10,000	10,000	10,000
TOTAL INTRAFUND TRANSFER	0	10,000	10,000	10,000
<u>TOTAL EXPENDITURES</u>	1,589,251	2,608,664	2,658,908	2,658,908
<u>NET COUNTY COST (EXP - REV)</u>	<u>(342,178)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMENTS

Under the jurisdiction of the Community and Economic Development Department, the purpose of the local Environmental Health Division (EHD) is to enhance Madera County's quality of life by protecting public health and safeguarding environmental quality, educating the public to increase environmental awareness in an effective and efficient manner while implementing and enforcing local, state, and federal environmental laws. Legal authorities for local EHD programs are cited in the California Health and Safety Code, California Code of Regulations Title 17 and 22, and local ordinances and regulations.

The Environmental Health Division has several designated functions as set forth in the California Health and Safety Code. These designated functions are audited by several State Agencies annually or tri-annually. The Solid Waste Program is the Local Enforcement Agency (LEA) for all solid waste facilities in Madera County, the Water Program is the Local Primacy Agency (LPA) for the Small Water Systems in Madera County and the Hazardous Material Program is the Certified Unified Program Agency (CUPA). The CUPA Program was established by SB 1082 of 1993, and it consist of six regulatory programs. Funding for all Environmental Health Programs are generated from new permits and annual operating permit fees.

Programs overseen by Environmental Health Division:

- **Land Use**

The Land Use Program safeguards and promotes the health and well-being of the public through the application of environmental health principles of effective land use. It prevents public hazards and mitigates environmental degradation that may result from improperly planned land development.

- **Food Safety**

The purpose of this program is to assure that food provided for human consumption is wholesome, properly labeled and safe, and that it has been produced, handled, and stored under conditions and by practices which are safe and sanitary to prevent the occurrence of foodborne illnesses. Environmental Health strives to promote and educate food safety to the public.

- **Housing and Institutions**

This program is established to gain compliance with the requirements for sanitation, maintenance, ventilation, use and occupancy for apartments, dwellings, camps, motel/hotels, detention facilities, and organized camps. These facilities are inspected under provisions of California state law in order to ensure safe and healthful shelters for all residence and visitors.

COMMENTS (continued)

- **Recreational Health; Pools, Spas, and Camps**

The purpose of this program is to assure that all public recreational waters, and public pools and spas are free of safety hazards, disease, and life threatening occurrences.

- **Water Quality: Small Public Water Systems, and Water Well Permitting**

This program seeks to assure that public water supplies are suitable for domestic use and the construction of domestic water wells meets state standards. Small public water systems are routinely inspected to assure proper operations and maintenance.

- **Solid Waste: Landfills, Transfer Stations and Closed Sites**

The purpose of the Solid Waste Management Program is to protect the health, safety and well-being of the public and to preserve and improve the quality of the environment by assuring proper storage and disposal of solid waste.

- **Liquid Waste: Onsite Wastewater Treatment Systems, and Septic System Permitting**

The purpose of the Liquid Waste Program is to protect the health of the public and environment from the improper disposal of sewage from onsite wastewater treatment systems.

- **Certified Unified Program Agency (CUPA): Hazardous Material/Waste, Underground Storage Tanks, Accidental Release Program**

The purpose of the CUPA is to consolidate, coordinate, and to make consistent the administrative requirements, permits, inspection, and enforcement activities of the following six environmental and emergency response programs. The six programs are: Hazardous Material/Waste, Underground Storage Tanks (UST), Aboveground Storage Tanks (AST), California Accidental Release Prevention (CalARP) and Emergency Response.

- **Medical Waste/ Tattoo & Body Art**

The purpose of this program is to protect the health of the public, health care facility personnel, and landfill personnel from exposure to medical waste containing potentially communicable pathogenic organisms.

COMMENTS (continued)

- **Childhood Lead Investigation**

The purpose of this program in conjunction with the County Public Health Department is to protect children from lead exposures. The inspection program is being administered by CDPH for Fiscal Year 2023/2024.

WORKLOAD in FTE

	<u>Actual</u> <u>2020-21</u>	<u>Estimated</u> <u>2021-22</u>	<u>Projected</u> <u>2023-24</u>
CUPA	4	4	4
Land Use	1	1	1
Food	3	4	4
Water Systems	4	4	4
Waste Management – Liquid	1	1	1
Waste Management – Solid	1	1	1
Recreational Health (Pools, Spas, Camps)	1	1	1
Administration	<u>1</u>	<u>1</u>	<u>1</u>
	<u>16</u>	<u>17</u>	<u>17</u>

ESTIMATED REVENUES

- 620704** **Environmental Health Permits Fees** (\$2,268,908) is recommended increase of \$92,908 based on projected increase in annual permit fees.

- 620711** **Automation and Software Fee** (\$0) This fee is to provide support and maintenance for computer/tablet replacement, and software maintenance and future upgrades to the Environmental Health database system Posse. A special revenue account was created by the Auditors and Administrative Office to allocate EHD Automation and Software fee to better track annual revenue. (Account 62750-680200)

CED - ENVIRONMENTAL HEALTH DIVISION

ESTIMATED REVENUES (continued)

- 630300** **Fines and Penalties** (\$25,000) is recommended unchanged for ongoing Environmental Health Divisions administrative enforcements.
- 654000** **Local Enforcement Agency and State Grants** (\$25,000) is recommended unchanged based on annual award grant from Cal Recycle for the support of the solid waste facility permit and inspection program and other State grants.
- 661800** **Environmental Health Fees** (\$250,000) is recommended increase of \$40,000 based on projected countywide new business developments in Madera County for the upcoming fiscal year.
- 670000** **Intrafund Revenue** (\$20,000) is recommended decrease of \$16,664 based on projected services (Childhood Lead Program and Fire Division Inspections) that Environmental Health Division provides to other County Departments/Divisions.
- 680200** **Operating Transfer In – Solid Waste Annual Fee (LEA)** (\$70,000) is recommended unchanged based on annual payment from Public Works for the support of the solid waste facility permit and inspection program for County solid waste facilities.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,097,218) is recommended increase \$167,702 based on the cost of recommended staffing and the increase of permanent position funding by shifting the use of extra help Environmental Health Specialist positions to permanent positions. EHD goal is to promote extra help staff to fill permanent vacant REHS positions once they obtain State Registered Environmental Health Specialist (REHS) status and meet the job performance and classification requirements.
- 710103** **Extra Help** (\$188,554) is recommended increase of \$48,006 for the use of Extra-Help professional staff which is necessary to meet and maintain State mandatory program requirements of permitting, inspection, and enforcement actions. It is recommended to fund extra help Environmental Health Specialist to ensure the Division meets its State mandated inspections and enforcement. EHD goal is to promote extra help staff to fill permanent vacant REHS positions once they obtain State Registered Environmental Health Specialist (REHS) status and meet the job performance and classification requirements.
- 710105** **Overtime** (\$500) is recommended unchanged to allow personnel to meet public safety needs.
- 710106** **Standby-HazMat Emergency Response** (\$10,000) is recommended unchanged for hazardous materials emergency response on-call duty and training to meet the minimum State standards.

CED - ENVIRONMENTAL HEALTH DIVISION

SALARIES & EMPLOYEE BENEFITS (continued)

- 710110** **Uniform Allowance** (\$500) is recommended unchanged based on the cost for stipends for permanent staff uniform cleaning.
- 710200** **Retirement** (\$439,085) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$258,633) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$20,277) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$2,000) is recommended unchanged based on the cost for field staff uniforms and for protective/safety equipment for use in dealing with hazardous material and/or general environmental health field work.
- 720300** **Communications** (\$6,000) is recommended unchanged for cellular phone services, equipment, and maintenance, including internet access, mobile hot spot for laptop computers and annual services.
- 720600** **Insurance** (\$5,641) reflects the Division's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$2,000) is recommended unchanged for the maintenance/replacement and/or purchase of equipment or materials related to performing environmental health program duties.
- 721000** **Laboratory and Testing Supplies** (\$200) is recommended unchanged to provide the Division with equipment/material and environmental services necessary to perform environmental health program duties.
- 721100** **Memberships** (\$2,000) is recommended unchanged to provide memberships for the California Conference of Directors of Environmental Health (\$1,800), and (\$200) for ongoing Environmental Health organizations or committees. Memberships in this organization provide essential tools such as networking with Environmental Health directors across California and receiving technical expertise necessary in administering local environmental health programs and providing consistency statewide.

CED - ENVIRONMENTAL HEALTH DIVISION

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$18,000) is recommended unchanged for general office supplies/equipment, work related supplies/equipment, outsource printing cost, and day-to-day administrative activity.

721400 **Professional & Specialized Services** (\$550,000) is recommended decrease of \$300,000 to provide specialized laboratory testing/analysis, administrative enforcement activities and annual software maintenance license agreement for EHD database Accela and EHD system software replacement (Computronix).

 \$ 5,000 Environmental testing of Wastewater/Water, hazardous material, food borne illness investigation, and administrative enforcement/ compliance activity.

 \$ 55,000 Annual Software License and Support agreement cost for Envision Connect (Accela) and for all State required Environmental Health reporting activities. Professional services for Accela will end in fiscal year 2024/25.

 \$ 490,000 Environmental Health Division (EHD) system software replacement. The Board of Supervisors approved EHD system software replacement with Computronix in FY2022/23, and this amount would be the final payment when completed in FY2023/24. With the full transition into Computronix, it would eliminate EHD current annual software maintenance fee of \$55,000 per year which has an 5% annual increase.

721500 **Publications & Legal Notices** (\$300) is recommended unchanged for public notices and notices required under the California Accidental Release Program (CalARP) for each facility in the County that stores and/or uses certain quantity of specific chemicals in the manufacturing process and for Environmental Health notices/publications.

721600 **Rents & Leases – Co Vehicle** (\$25,000) is recommended increase of \$5,000 based on current and projected expenses for the rental of vehicles from Central Garage. EHD fleet rental vehicles include two (2) trucks and five (5) sedans with an estimated total mile of 30,000 miles per year.

721900 **Special Departmental Expense** (\$4,000) is recommended unchanged to fund special projects, specialized training courses and educational/training materials and/or equipment relating to Environmental Health. A portion of this funding is recommended for professional state registration renewals for staff as per County agreement (renewal of state registration is every two years). Also included in this account are funds to purchase review courses or provide training for the Registered Environmental Health Specialist (REHS) exam. The Division does not currently have an in-house classroom training program that would improve the employee’s ability to successfully pass the State REHS exam. This recommendation should assist in retaining non-registered health specialists.

CED - ENVIRONMENTAL HEALTH DIVISION

SERVICES & SUPPLIES (continued)

722000 **Transportation & Travel** (\$11,500) is recommended unchanged for the cost of registration, meals, and lodging for staff attending meetings, training, seminars, and conferences, to maintain required Registered Environmental Health Specialist (REHS) continuing education units, and to reimburse private mileage costs. Annual training for REHS staff consists of the following: Certified Unified Program Agency Conference (Hazardous Material Program), Local Primacy Agency Workshop (Water Program), Local Enforcement Agency Conference (Solid Waste), California Environmental Health Association Conference (All Programs), and Continuing Challenge Workshop (Hazmat Program). REHS staff are required to complete 24 contact hours of approved course work within a 24-month period. (California Code of Regulations 65800 to 65808)

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$7,500) is recommended unchanged for current and projected expenses for EHD color copy machine lease option through Ricoh.

770100 **Intrafund Expense** (\$10,000) is recommended unchanged based on current and projected expenses for Government Center-VoIP phone system.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: ENVIRONMENTAL
 HEALTH (07100)
 Function: Health & Sanitation
 Activity: Health
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23</u> <u>Authorized</u> <u>Positions</u>		<u>2023-24</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3636	Program Assistant I or	-	-	-	-			
3637	Program Assistant II	-	-	1.0	-	1.0	-	A
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	-	-	-	1.0	-	1.0	B
4101	Deputy Director of CED-Environmental Health	1.0	-	1.0	-	-	-	
3156	Environmental Health Specialist or							
3157	Registered Environmental Health Specialist I or							
3158	Registered Environmental Health Specialist II			8.0	-	8.0	-	C
3418	Permit Technician	8.0		1.0	-	(7.0)	-	E
3165	Senior Registered Environmental Health Specialist	4.0		4.0	-	-	-	
3172	Supervising Environmental Health Specialist	-	1.0	1.0	-	1.0	(1.0)	D
TOTAL		14.0	1.0	17.0	1.0	3.0	-	

NOTES:

- A Request to fund one (1) FTE Program Assistant I/II position to provide general administrative duties
- B Request to add one (1) unfunded FTE Administrative Analyst position to provide more advance administrative duties for the Division.
- C Request to fund one (1) FTE REHS position to better meet the needs of the department
- D Request to fund one (1) FTE Supervising Environmental Health Specialist position. This position was not funded in FY 2022-23, but is being requested based on need of department
- E For FY23-24, the Permit Technician classification is being seperated from the EHS and REHS classification, per HR recommendation

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: FAIRMEAD
 LINER (11100)
 Function: Liner Fund
 Activity: Refuse
 Fund: Enterprise Fund

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
BEGINNING FUND BALANCE	4,392,733	3,800,000	4,409,955	4,409,955
<u>ESTIMATED REVENUES:</u>				
620600 Franchise Fees	0	0	500,000	500,000
640101 Interest on Cash	19,762	15,000	48,300	48,300
654535 ST - Grant Revenue	106,687	0	0	0
662100 Sanitation/Landfill Surcharge	8,004,831	7,867,564	8,605,609	8,605,609
662101 Landfill Surcharges	751,081	660,944	741,569	741,569
670300 Miscellaneous Revenue	13,639	2,500	0	0
680200 Operating Transfers In	302	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>8,896,301</u>	<u>8,546,008</u>	<u>9,895,478</u>	<u>9,895,478</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	117,446	261,628	267,548	267,548
710103 Extra Help	44,404	0	0	0
710105 Overtime	5,836	7,500	6,500	6,500
710200 Retirement	61,673	106,247	108,423	108,423
710300 Health Insurance	15,672	47,916	60,855	60,855
TOAL SALARIES & EMPLOYEE BENEFITS	245,032	423,291	443,326	443,326
SERVICES & SUPPLIES				
720300 Communications	16,501	15,000	15,000	15,000
720500 Household Expenses	1,059	1,200	1,200	1,200
720501 Janitorial	2,400	2,600	2,900	2,900
720600 Insurance	70,731	70,731	70,731	70,731
720800 Maintenance of Equipment	48	100	100	100
720900 Maintenance of Buildings & Improvements	8,877	2,500	3,000	3,000
720907 Maintenance of Water System	12,539	20,500	8,500	8,500
721100 Memberships	473	5,000	5,000	5,000
721300 Office Expense	12,187	10,000	15,000	15,000

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: **FAIRMEAD**
 Function: **LINER (11100)**
 Activity: **Liner Fund**
 Fund: **Refuse**
Enterprise Fund

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721400 Professional & Specialized Services	6,002,446	6,026,964	6,650,000	6,650,000
721403 Audit/Accounting Services	0	50,000	0	0
721426 Software Maintenance	10,350	65,000	50,000	50,000
721500 Publications & Legal Notices	509	1,000	1,500	1,500
721602 Rent/Lease Other Eqpt	2,852	3,000	3,000	3,000
721800 Small Tools & Instruments	150	5,000	1,500	1,500
721900 Special Departmental Expense	306,176	500,000	350,000	350,000
722000 Transportation & Travel	0	3,500	5,000	5,000
722100 Utilities	42,093	40,000	54,000	54,000
TOTAL SERVICES & SUPPLIES	6,489,390	6,822,095	7,236,431	7,236,431
OTHER CHARGES				
731400 Interfund Expense	151,308	250,000	200,000	200,000
731401 Interfund Expend-Cost Plan	0	119,842	122,264	122,264
TOTAL OTHER CHARGES	151,308	369,842	322,264	322,264
FIXED ASSETS				
740200 Buildings and Improvements	3,931,941	3,312,500	4,047,000	4,047,000
TOTAL FIXED ASSETS	3,931,941	3,312,500	4,047,000	4,047,000
OTHER FINANCING USES				
750100 Operating Transfers Out-Gen Fund	70,000	70,000	70,000	70,000
TOTAL OTHER FINANCING USES	70,000	70,000	70,000	70,000
770100 Intrafund Transfer	200,000	550,000	771,412	771,412
780100 Appropriation for Contingency	0	798,280	1,415,000	1,415,000
<u>TOTAL EXPENDITURES</u>	<u>11,087,671</u>	<u>12,346,008</u>	<u>14,305,433</u>	<u>14,305,433</u>
<u>USE OF FUND BALANCE (REV - EXP)</u>	<u>2,191,370</u>	<u>3,800,000</u>	<u>4,409,955</u>	<u>4,409,955</u>

COMMENTS

The County of Madera has a contractual agreement with Red Rock Environmental Group, effective November 1, 2012, for the purpose of operating the County’s sanitary landfill at Fairmead (Landfill). The Landfill is open to the public Monday - Friday 8:00 A.M. to 4:30 P.M. and Saturday from 7:00 A.M. to 2:30P.M., except for designated Holidays. The County also has a contractual agreement with Red Rock Environmental Group for the combined operation of the North Fork Transfer Station, inclusive of hauling waste from the transfer station to the Landfill. The North Fork Transfer Station is open to the public Thursday – Monday from 9:00 A.M. to 5:00 P.M. During 2007-08, a Household Hazardous Waste (HHW) facility was constructed and placed into operation at the Landfill in an effort to divert HHW from being deposited into the Landfill. The HHW facility is open to the public on Saturdays from 9:00 AM to 1:00 PM at no cost to County residents to dispose of household hazardous waste. Madera County has two franchise haulers: Red Rock Environmental Group is the franchisee for waste collected from areas below the 1,000 ft elevation (Valley Franchise) and Emadco Disposal is the franchisee for waste collected from areas above the 1,000 ft elevation (Mountain Franchise).

Solid Waste Flow Control Agreement

On December 6, 2022 Madera County entered into an agreement renewal (MCC 12379-22) with Mid Valley Disposal Inc. (MVD) to bring a specified minimum tonnage amount of non-franchise waste from the City of Madera and the City of Chowchilla to the Fairmead Landfill. The negotiated starting minimum tipping fees in the renewed agreement are \$26.50 for Municipal Solid Waste (MSW), \$18.00/ton for Green Waste, and \$20.00/ton for Wood Waste. All tipping fees will increase by \$0.50/ton on July 1, 2023. Thereafter, the annual price adjustments of tipping fees under the contract will be based on Consumer Price Index (CPI), with a maximum 4% increase per year.

Public Tipping Fee Rates

On June 21, 2022, the Board of Supervisors approved adjustments (Resolution 2022-088) to the public tipping fees at the Fairmead Landfill (FL) of \$65.36/ton for MSW, \$33.89/ton for Wood Waste, and \$22.60/ton for Green/Yard Waste. These rates became effective July 1, 2022.

The Board also approved adjustments to the public tipping fees at the North Fork Transfer Station as follows: \$118.01/ton for MSW, \$33.89/ton for Wood Waste, and \$22.60/ton for Green/Yard Waste. These rates became effective July 1, 2022.

All rates are adjusted on July 1st of every year and shall be subject to annual CPI adjustment.

On June 21, 2022, the Board of Supervisors approved an adjustment of the tipping fee for Franchise Haulers (Red Rock and Emadco) and Contract Operator from \$55 to \$63.71 per ton for MSW. Tipping fees for Wood Waste were also adjusted from \$16.21/ton to \$20.54 and tipping fees for Green/Yard Waste were also adjusted from \$14.69/ton to \$18.62/ton. The Solid Waste Financial Forecast and Cost of Service Study (Raftelis) dated June 14, 2022 identified that adopted gate tipping fees and public tipping fees would not be sufficient to fund costs of operations for years beyond 2023.

FAIRMEAD LINER FUND

ESTIMATED REVENUES

This budget is funded by landfill surcharges based on the current tipping fees. The Valley Collection Franchise agreement with Red Rock Environmental Group and the Mountain Franchise Agreement with Emadco Disposal have a franchise fee of 6% of gross billings. (Revenues for this budget are reflected on the appropriation request.)

- 620600** **Franchise Fees** (\$500,000) is recommended based on the projected franchise fees collected from the Franchise Agreements with Red Rock and Emadco
- 640101** **Interest on Cash** (\$48,300) is recommended based on interest earned on balance in Liner fund.
- 662100** **Sanitation/Landfill Surcharge** (\$8,605,609) is recommended for revenue collected from contracted haulers for monthly disposal fee charges and public charges at the Fairmead Landfill.
- 662101** **Landfill Surcharge** (\$741,569) is recommended for revenue collected from disposal fee charges at the North Fork transfer station.
- 673000** **Miscellaneous** (\$0) is not budgeted this fiscal year.

EXPENDITURES

- 710102** **Permanent Salaries** (\$267,548) is recommended based on the cost of recommended staffing.
- 710103** **Extra Help** (\$0) is not recommended. All salaries are budgeted in Permanent Salaries.
- 710105** **Overtime** (\$6,500) is recommended based on the cost of recommended staffing and historical costs.
- 710200** **Retirement** (\$108,423) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$60,855) is based on the employer's share of health insurance premiums.
- 720300** **Communications** (\$15,000) is recommended unchanged for multiple telephone lines, an internet connection for landfill operations, and the alarm system.

EXPENDITURES (continued)

- 720500** **Household Expense** (\$1,200) is recommended unchanged for the purchase of drinking water and other household supplies.
- 720501** **Janitorial** (\$2,900) is recommended increased \$300 for janitorial services.
- 720600** **Insurance** (\$70,731) is recommended to reflect the Department’s contribution to the County’s Self-Insured Liability Program.
- 720800** **Maintenance of Equipment** (\$100) is recommended unchanged for the maintenance of the County vehicle.
- 720900** **Maintenance of Buildings & Improvements** (\$3,000) is recommended increased \$500 for various repairs to the Landfill office and Scale House.
- 720907** **Maintenance of Water System** (\$8,500) is recommended decreased for Special Districts’ staff time to operate and manage the potable water system and minor expenses on the water system.
- 721100** **Memberships** (\$5,000) is recommended unchanged for annual membership fees.
- 721300** **Office Expense** (\$15,000) is recommended increased \$5,000 for the purchase of custom receipt tags and office supplies and postage for monthly billing statements.
- 721400** **Professional & Specialized Services** (6,650,000) is recommended to provide for the following:
 - \$3,750,000 Operation and services of the Fairmead Landfill by Red Rock Environmental Group, and compaction incentives
 - \$950,000 Operation and services of the North Fork Transfer Station by Red Rock Environmental Group
 - \$1,400,000 Professional Services for Operation, maintenance, monitoring and reporting of the flare, leachate, and landfill gas collection system. These are for routine tasks with Tetra Tech-BAS (TTBAS)
 - \$250,000 Professional services related to solid waste operations and SB 1383 implementation
 - \$5,000 Professional services related to regulatory compliance
 - \$150,000 Paleontology monitoring
 - \$45,000 Rate certification review
 - \$100,000 Financial review
- 721403** **Audit/Accounting Services** (\$0) is recommended. It was previously budgeted to provide bill printing and collections relating to SB1383. The implementation of SB1383 changed and the county will no longer need to budget for this expense.

EXPENDITURES (continued)

- 721426** **Software Maintenance** (\$50,000) is recommended decreased \$15,000 to provide for licenses and maintenance of scale house software systems and SB 1383 record keeping and reporting software.
- 721500** **Publications & Legal Notices** (\$1,500) is recommended increased \$500 for notices published in the local newspaper and printing of notices for SB1383.
- 721602** **Rent/Lease Other Equipment** (\$3,000) is recommended unchanged for the rental of copier equipment.
- 721800** **Small Tools & Instruments** (\$1,500) is recommended decreased \$3,500 for landfill gas monitoring devices, security camera system and other tools.
- 721900** **Special Departmental Expense** (\$350,000) is recommended decreased \$150,000 for the following regulatory and departmental expenses listed below. These expenses are based on tonnages received, hours used for certain types of equipment, etc. Expenses vary year to year.
- Department of Resources Recycling and Recovery, CalRecycle (formerly the California Integrated Waste Management Board) for administrative and regulatory oversight fees.
 - State Regional Water Quality Control Board (RWCQB) for administrative and regulatory oversight fees
 - San Joaquin Valley Air Pollution Control District Permit.
- 722000** **Transportation & Travel** (\$5,000) is recommended increased \$1,500 for training, meeting, and conference expenses.
- 722100** **Utilities** (\$54,000) is recommended increased \$14,000 for payment of utilities for the storage of landfill artifacts, the scale house, and the flare (component of the gas extraction system).
- 731400** **Interfund Expense-Staffing** (\$200,000) is recommended decreased \$50,000 for the use of Public Works staff. Staff who work directly for Solid Waste will be charged to the 11100 Salaries & Benefits.
- 731401** **Interfund Expend-Cost Plan** (\$122,264) is recommended to pay for the Liner Funds share of A-87 charges.

EXPENDITURES (continued)

740200 **Buildings and Improvements** (\$4,047,000) is recommended increased for payment of infrastructure costs:

- Landfill gas system improvements \$190,000
- Liner/Closure Design \$250,000
- Low NOx Flare \$1,402,000
- Design of fill plans \$50,000
- Groundwater improvements \$50,000
- MRF Apron Repair \$500,000
- South Road Improvement \$1,000,000
- North Fork Transfer Station site improvements \$495,000
- Automated scale system software \$50,000
- Landfill Electric Grid trace and As-Built Plan \$60,000

750100 **Operating Transfer Out – General Fund** (\$70,000) is recommended to pay Environmental Health for their regulatory oversight. Local Enforcement Agency (County Environmental Health Department) fees related to the State-mandated oversight of landfill operations; and reimbursements for costs incurred by County Environmental Health Department.

770100 **Intrafund Transfer** (\$771,412) is recommended to transfer money into the Liner Closure Fund.

780100 **Appropriation for Contingency** (\$1,415,000) is the recommended for appropriation for contingencies. The budgeted amount is a portion of the cost needed for the next liner construction project. Construction is being deferred due to the lack of funds in the current fiscal year.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: Fairmead
Liner (11100)
Function: Liner Fund
Activity: Refuse
Fund: Enterprise Fund

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3636	Program Assistant I or							
3637	Program Assistant II	2.0	-	2.0		-	-	
	Program Manager	1.0		1.0				
3745	Solid Waste Manager	1.0	-	1.0		-	-	
	TOTAL	<u>4.0</u>	<u>-</u>	<u>4.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT OF SOCIAL SERVICES
 ADMINISTRATION (07500)
 Function: Public Assistance
 Activity: Administration
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
650800 State - Pub Assist Admin	9,162,237	11,710,831	13,266,375	13,266,375
650910 State - Pub Assist Realignment	1,002,679	4,688,177	4,688,177	4,688,177
655000 Federal - Pub Assist Admin	26,831,624	37,910,926	41,258,324	41,258,324
659000 Other - Government Agencies	194,934	274,854	274,854	274,854
TOTAL INTERGOVERNMENTAL REVENUE	37,191,475	54,584,787	59,487,730	59,487,731
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	18,868	31,856	34,775	34,775
TOTAL CHARGES FOR CURRENT SERVICES	18,868	31,856	34,775	34,775
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	301,722	410,713	410,713	410,713
671003 Welfare Repayments	3,144	0	0	0
673000 Miscellaneous Revenue	263,504	4,473	4,882	4,882
TOTAL MISCELLANEOUS REVENUE	568,369	415,186	415,595	415,595
OTHER FINANCING SOURCES				
680100 Sales of Fixed Assets	3,905	0	0	0
680200 Operating Transfers In	5,263,426	4,110,715	4,110,715	4,110,715
TOTAL OTHER FINANCING SOURCES	5,267,331	4,110,715	4,110,715	4,110,715
<u>TOTAL ESTIMATED REVENUES</u>	<u>43,046,043</u>	<u>59,142,544</u>	<u>64,048,816</u>	<u>64,048,816</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07500)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	18,717,143	22,833,558	24,060,431	24,060,431
710103 Extra Help	506,739	861,523	861,523	861,523
710105 Overtime	315,301	350,000	350,000	350,000
710106 Stand-by Pay	69,623	60,000	60,000	60,000
710107 Premium Pay	54,708	59,516	59,516	59,516
710200 Retirement	7,000,304	8,870,010	9,340,839	9,340,839
710300 Health Insurance	3,143,021	4,318,448	4,834,887	4,834,887
710400 Workers' Compensation Insurance	616,360	795,104	897,750	897,750
TOTAL SALARIES & EMPLOYEE BENEFITS	30,423,198	38,148,159	40,464,946	40,464,946
SERVICES & SUPPLIES				
720300 Communications	171,005	433,388	532,796	532,796
720305 Microwave Radio	45,322	43,716	43,716	43,716
720500 Household Expense	257,006	507,347	507,347	507,347
720600 Insurance	278,372	828,196	828,196	828,196
720800 Maintenance - Equipment	53,802	95,181	99,661	99,661
720900 Maintenance - Structures & Grounds	98,339	239,004	239,004	239,004
721100 Memberships	71,324	84,270	94,380	94,380
721300 Office Expense	670,063	1,672,489	1,788,239	1,788,239
721400 Professional & Specialized Services	1,649,334	3,685,188	4,744,247	4,744,247
721500 Publications & Legal Notices	689	5,775	5,775	5,775
721900 Special Departmental Expense	515,724	1,392,541	1,534,802	1,534,802
722000 Transportation & Travel	159,091	281,195	326,635	326,635
722100 Utilities	262,878	670,905	755,742	755,742
TOTAL SERVICES & SUPPLIES	4,232,949	9,939,193	11,500,539	11,500,539

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT OF SOCIAL SERVICES
 ADMINISTRATION (07500)
 Function: Public Assistance
 Activity: Administration
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
OTHER CHARGES				
730330 Leases	221,338	364,462	424,811	424,811
TOTAL OTHER CHARGES	221,338	364,462	424,811	424,811
FIXED ASSETS				
740200 Building Improvement	147,913	628,169	628,169	628,169
740300 Equipment	281,924	255,000	256,500	256,500
TOTAL FIXED ASSETS	429,836	883,169	884,669	884,669
INTRAFUND TRANSFERS				
770100 Intrafund Expense	9,119,785	10,776,642	11,429,353	11,429,353
TOTAL INTRAFUND TRANSFER	9,119,785	10,776,642	11,429,353	11,429,353
<u>TOTAL EXPENDITURES</u>	<u>44,427,107</u>	<u>60,111,625</u>	<u>64,704,318</u>	<u>64,704,318</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,381,063</u>	<u>969,081</u>	<u>655,502</u>	<u>655,502</u>

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

COMMENTS

This budget contains the salaries and operating funds to administer all of the various Social Services Programs. These Public Assistance Programs are mandated by Federal and State statutes.

The Department has full-service facilities in Madera, Chowchilla and Oakhurst.

Temporary Assistance to Needy Families (TANF)

In August 1996, the Federal Government passed the Welfare Reform Bill, which included the regulations regarding TANF. The State of California, in August 1997, adopted these TANF regulations into a State Program entitled CalWORKS. An employment program is the principle component of CalWORKS. Counties are required to prepare a detailed plan on how the Program is to put the maximum number of people into employment. The Federal Bill also sets time limits in which an individual can remain on assistance without working, and the total amount of time a person has during a lifetime to receive benefits. The Madera County Department of Social Services developed and received approval from the California Department of Social Services to implement a local CalWORKS Program.

The County's CalWORKS Program provides self-sufficiency focused services under CalWORKS regulations. A wide range of services are developed through a collaborative effort with both public and private agencies, businesses, the faith community and individuals. The Program also provides follow-up services to ensure former clients are able to retain the self-sufficiency they achieved through these services. The Program's objective is to give each participant the opportunity to achieve realistically established goals to reduce dependence on welfare, increase personal responsibility, and attain self-sufficiency.

For 2023-24, it is anticipated the State will allocate approximately \$8.2 million to the County of Madera for the CalWORKS Program. The allocation will fund the administration of the CalWORKS Programs, and current and future employment and self-sufficiency programs. The County is required to maintain a local "Maintenance of Effort" (MOE) in the amount of \$574,869 for CalWORKS administration. With the enactment of the State 2012-13 budget, the State portion of CalWORKS costs became an additional MOE paid for by shifting 1991 Mental Health Realignment funds to backfill the State portion of the CalWORKS costs. The 2023-24 MOE is the equivalent of this shifted funding. All CalWORKS/Welfare to Work costs above the Maintenance of Effort are paid entirely with Federal funds.

In-Home Supportive Services - Public Authority

In October 2002, the Board of Supervisors, by ordinance, created the "In-Home Supportive Services - Public Authority" as a separate and distinct legal entity for the purpose of serving as employer of record for Independent Providers; to provide the functions required of a Public Authority; and to provide other functions related to the delivery of IHSS, and that members of the Board of Supervisors serve as the governing body of the Public Authority. For details, please see the "In-Home Supportive Services - Public Authority" budget.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

COMMENTS (continued)

The necessary staff required to carry out the activities of the Public Authority is provided to the Authority from the Department of Social Services Administration Budget through an Inter-Agency agreement. Two (2) positions are allocated to the Social Services Administration Budget for assignment to the Public Authority. The cost of staff services is appropriated in permanent salaries, retirement and health insurance accounts in the 2023-24 Social Services Administrative budget (estimated at \$274,854).

The IHSS Public Authority will be sharing certain facilities and equipment with Social Services.

Reimbursement of Indirect Costs

Under the Federal provisions of the Office of Management and Budget, Circular A-87, the County has an indirect cost allocation plan in place that allows the County to be reimbursed for costs incurred by departments in the County for supplying goods and services to the Department of Social Services.

Realignment 2011

For the 2011-12 State budget, the Legislature enacted the Realignment of several administrative programs, shifting funding responsibility to counties and providing a revenue stream from a percentage of State sales tax and Vehicle License Fees to offset the additional costs. Projected administrative Realignment funding is estimated to be \$4,110,715 for fiscal year 2023-24 for Adult Protective Services and a variety of Child Welfare programs.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$24,060,431) are recommended increased \$1,226,873 based on recommended staffing levels.
- 710103** **Extra Help** (\$861,523) is recommended unchanged based on staffing changes for part-time help in the areas of Imaging, Clerical, Adoptions, Eligibility and Executime.
- 710105** **Overtime** (\$350,000) is recommended unchanged for overtime and is used for staff called-out on child and adult protective service calls.
- 710106** **Standby & Night Premium** (\$60,000) is recommended unchanged for the required standby of the Emergency Response Program.
- 710200** **Retirement** (\$9,340,839) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** Health Insurance (\$4,834,887) is based on the employer's share of health insurance premiums.
- 710400** Workers' Compensation (\$897,750) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** Communications (\$576,512) is recommended increased \$99,408 based on projected phone charges that include long distance, data and wireless expenses. The IHSS Public Authority will pay \$4,438 as its share of cost for Communications.
- 720500** Household Expense (\$507,347) is recommended unchanged and is used for contractual janitorial service, rug service and miscellaneous janitorial supplies. The IHSS Public Authority will pay \$4,404 as its share of cost for Household Expense.
- 720600** Insurance (\$828,196) is recommended unchanged reflects the Department's contribution to the County's Self-Insured Liability Program. The IHSS Public Authority will pay \$19,378 as its share of cost for Insurance.
- 720800** Maintenance - Equipment (\$99,661) is recommended increased \$4,480 based on current and projected expenditures for the maintenance of office equipment, auto maintenance, and telephone maintenance. Costs for gasoline purchased from Central Garage is allocated under Transportation and Travel. The IHSS Public Authority will pay \$6,613 as its share of cost for equipment maintenance.
- 720900** Maintenance - Structures and Grounds (\$239,004) is recommended unchanged. This account includes expenditures for materials and labor for the maintenance and repair of the buildings done through outside vendors. The IHSS Public Authority will pay \$4,646 as its share of cost for Maintenance of Structures.
- 721100** Memberships (\$94,380) is recommended increased \$10,110 for memberships in the County Welfare Directors' Association – CWDA (\$76,745); the National Association of County Human Services Administrators - NACHSA (\$315); the Local Chapter of the Personnel Management Association-IPMA-CCC (\$404), various Chambers of Commerce (\$515); the United way (\$1,182); the State Bar of California (\$1,202); Central Valley Community (\$2,888); the National Adult Protective Services Association - NAPSA (\$635); CAPPGPC Principal Renewal (\$520); Canyon Solutions (\$1,155); CEB (\$1,640), and the Central Valley Consortium - CCASSC (\$7,264).

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$1,788,239) is recommended increased \$115,750 for office and photocopy supplies, mailing costs, and computer supplies. The IHSS Public Authority will pay \$30,281 as its share of cost for Office Expense.

721400 **Professional & Specialized Services** (\$4,744,247) is recommended increased \$1,059,059. The IHSS Public Authority will pay \$31,950 as its share of cost for Professional & Specilized Services. This account also funds the following recommended contractual agreements:

NON CalWORKs PROGRAMS

<u>Staff Training Services</u> (100% State Funded)	\$ 268,770
<u>CSUF</u> – Cohort Training for Child Welfare staff	65,809
<u>Employee Assistance Plan</u> - Department contribution	8,899
<u>Reading & Beyond</u> - CalFresh Employment & Training	143,174
<u>Shared Vision Consultants</u> –	49,120
<u>Time Study Buddy</u> – Time Reporting tool for time studies	49,120
<u>Ongoing Maintenance and Operation</u> – CalSAWS	247,000
<u>Sierra Tel - Card Access System</u> - Ongoing Maintenance	4,400
<u>CAPMC</u> – Strengthening Families Program	277,136
<u>Rushmore</u> – to maintain a case-review, data collection instrument and evaluation tool to support and capture trends in the Food Stamp, MediCal, CalWorks, Child Welfare, and IHSS Programs. The goal is to identify trends and reduce case errors.	22,500
<u>Internal Investigator</u> – Legal fees to address personnel complaints and investigations.	69,300

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

NON CalWORKs PROGRAMS (continued)

<u>Fire Extinguisher Training</u>	158
<u>Choices- (Avertest) Drug Testing</u>	150,000
<u>Orchid – Translation and Interpreting Service.</u>	50,000
<u>Golden Years - Residential Home Care APS</u>	50,000
<u>Native Solutions - Supervised Visits/Drug Testing</u>	50,000
<u>APS Case Management System – (Jump Technology)</u>	35,114
<u>Northwest Prevention Science</u>	6,880
<u>Mobile Iron – Software and Training</u>	9,000
<u>VDI Mobil Solutions</u>	8,500
<u>Annual IT – Multi-Server for Central Index</u>	197
<u>BINTI -</u>	37,142
<u>HOMESAFE</u>	131,781
<u>Madera Rescue Mission</u>	10,800
<u>HDAP – Housing & Disability</u>	188,190
<u>BFH- Bringing Families Home</u>	24,714

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

NON CalWORKs PROGRAMS (continued)

<u>Safe Measures</u> – Maintenance costs for Supervisor/management reporting software that is used to identify and track Child Welfare direct-service practices which are reviewed and audited by State and Federal agencies.	11,400
<u>LIVE SCAN Fingerprinting</u> – Costs for fingerprinting machine to fingerprint all employees who are expected to have frequent and routine contact with children as well as employees who have access to Criminal Offenders Record Information through their assignments. Machine will also be used for Adoptions.	23,908
<u>BioMetrics4All</u> – Annual maintenance fee for fingerprinting service.	5,710
<u>Security Guards</u> – Guard at offices/visitations and after-hours alarm response.	120,000
<u>Title IV- E</u> includes programs for Educational Support for Dependent Youth.	131,492
<u>Fleet GPS Monitoring System</u> – To be able to track staff in county vehicles out in field.	19,040
<u>ETO</u> – Efforts to Outcome software renewal fee.	2,400
<u>RFA Celebration- 75 walmart gift cards@ \$25.00</u>	1,875
<u>Centro Binacional</u>	10,000
<u>Capitol Trac</u> – Legislation updates	2,028
<u>Application Development</u> – to replace outdated Central Index system	120,127
<u>First 5 – AmeriCorps</u> – Child Welfare Services prevention program (two staff)	54,000
<u>Protect Team & Human Trafficking (MCSOS)</u>	67,847
<u>Homeless Management Info System (HMIS)</u> –training and report reviewing (three users).	4,500

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

NON CalWORKs PROGRAMS (continued)

<u>Lexis Nexis</u>	30,000
<u>Software</u> – to scan shared drive for HIPPA	90,000
<u>C-IV Local share of admin cost</u>	70,000
<u>Meal Services- Denny's & Subway</u>	100,000

CalWORKs PROGRAMS

<u>State Center Community College District (SCCCD) Vocational Education</u> – Short-term employment classes, as well as vocational skills training to assist TANF/CalWORKs clients to be job-ready.	223,595
<u>CA Department of Aging Access to Technology Grant (ATT)</u>	304,665
<u>Expanded Subsidized Employment</u> - is offered to qualified employers to hire WTW Participants for paid employment up to six months.	314,978
<u>Emergency Child Care Bridge for Foster Children</u> –To provide families with access to child care services following placement of a child.	197,138
<u>San Joaquin College of Law Internship Agreement</u>	20,000
<u>Community Care Expansion Preservation Program</u>	489,000
<u>Economic Development</u> – Madera County Economic Development Commission (EDC) to provide job creation and business expansion.	53,612
<u>Brain Learning Psych. Corp -</u>	50,000
<u>Panoramic – Software Services</u>	27,000

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

721500 **Publications & Legal Notices** (\$5,775) is recommended unchanged for Adoptions noticing and recruitment of foster homes and special staff. The IHSS Public Authority will pay \$288 as its share of publication costs.

721900 **Special Departmental Expense** (\$1,534,802) is recommended increased \$142,261. The IHSS Public Authority will pay \$1,500 as its share of costs. This account funds the following:

<u>IRS Intercept Fee, Vital Statistics, and Miscellaneous Expenses.</u>	\$ 21,000
<u>Adoption Celebration Day</u> - An event to thank parents who have adopted children in Madera County.	3,150
<u>Child Welfare Services</u> – Counseling, reimbursement of mileage, and other related costs.	500,000
<u>Independent Living Skills Program</u> – Youths in foster care are eligible for cash incentives for specific activities, such as opening a bank account (\$25); graduating from high school (\$500); and attending an Independent Living Skills Workshop (\$20). There is no County cost.	48,327
<u>Adult Protective Services</u> – provides emergency and temporary housing, temporary caretakers’ costs, wheel chair ramps, apnea monitors, glasses and psychiatric services. This also includes Elder Abuse Month supplies.	408,217
<u>Preserving Safe and Stable Families</u> – Family support, preservation and reunification.	182,776
<u>Protech</u> – Annual alarm monitoring for Chowchilla office.	728
<u>Pride Class</u> – Food and snacks for participant’s children during training classes.	525
<u>Ergonomic Reviews</u> - Staff special equipment needs.	5,250
<u>“Fitness for Duty” Medical Exams</u> – Employees - outside agency.	9,923

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

721900

Special Departmental Expense (continued)

<u>Big Brothers, Big Sisters</u> – Mentoring program to assist foster youth.	9,999
<u>CASA</u> – Advocate recruitment.	15,000
<u>CASA-ASQ</u>	51,308
<u>Gas Vouchers</u>	5,647
<u>Ticket Report CWS Expense</u>	206
<u>DOJ- Employee/Nonemployee Live Scan- (Background Checks)</u>	23,153
<u>Hoffman Security</u>	1,050
<u>Residual bed/services (MRM)</u>	22,680
<u>Badges</u> – for Social Service employees.	3,024
<u>Magnetar</u> – Badge access monitoring.	25,525
<u>Resource Foster Parent Appreciation Event</u>	3,150
<u>Welfare to Work Career Club</u> – Graduation supplies for WtW customers.	158
<u>Commercially Sexually Exploited Children</u> – to develop protocols to train caseworkers and out of home caregivers, and educate children / youth on how to avoid exploitation.	33,075
<u>Commercially Sexually Exploited Children</u> – for MDT committee.	5,513
<u>Child and Family Teams</u> – Funding to coordinate care and case planning for all children and youth in the Child Welfare System.	55,125

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

721900 Special Departmental Expense (continued)

<u>M&O County Share - CalSAWS</u>	37,500
<u>Kinship Foster Care Program</u> – funding is to assist in removing barriers to create successful placements of relative care giver and foster family homes.	11,025
<u>Walmart Gift Cards</u> – for Welfare to Work (WtW) performance completion of assigned activities and / or monthly required hours to help increase Work Participation Rate (WPR) and re-engage sanctioned and exempt WtW participants.	4,375
<u>Walmart Gift Cards</u> – for Foster Care to assist when child is placed in care.	4,000
<u>California Youth Connection</u>	15,250
<u>First Aid and CPR and CWS supplies</u>	11,025
<u>Playroom Supplies</u>	4,200
<u>Fresno Bekin- Moving Fees</u>	4,725
<u>Out of Home Advisory Board Committee – CWS</u>	5,250
<u>Magnetar</u> – Intrusion monitoring for new complex.	2,945

722000 Transportation & Travel (\$326,635) is recommended increased \$45,440, used for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage. The IHSS Public Authority will pay \$2,800 as its share of costs.

722100 Utilities (\$755,742) is recommended increased \$84,837 to provide for the Department’s share of the County’s utility cost. The IHSS Public Authority will pay \$4,155 as its share of cost for Utilities.

730330 Leases (\$424,811) is recommended increased \$60,349 for the lease of 15 copy machines (\$83,958), machine for mailroom (\$30,537), postage machine (\$8,486) and miscellaneous rentals (\$1,070). The Oakhurst Office (\$129,067); the Chowchilla Office (\$126,415) and rented storage spaces (\$2,831). The IHSS Public Authority will pay (\$37,185) as its share of costs. New building rent will be paid through intrafund account.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FIXED ASSETS

740200 **Building Improvement** (\$628,169) is recommended unchanged to accommodate building improvements for Building B ADA Parking (\$80,500), Ricoh Secure Print (\$5,000.00), Additional Cubicles (\$36,750), Paint Chowchilla/Carpet (\$9,200.00), Cameras Chowchilla (\$12,600.00), Cameras Oakhurst (\$12,600.00), TVs Oakhurst (\$3,570.00), Additional Access Control (\$15,750.00), Sound Masking (\$105,000.00), Acoustic Ceiling (\$52,500.00), Chowchilla handicap access and doors (\$5,250.00), Storage System CWS Files (\$63,000.00), HHS Complex Window Cleaning (\$4,095.00), HHS Complex Pressure washing and Window Cleaning (\$5,512.50), CSW Play gate area (\$10,500.00).

740300 **Equipment** (\$256,500) is recommended increased \$1,500 to purchase the following fixed assets:.

Vehicles

- 5 Five-Door Sedan – (R) (\$27,000 each) to replace high mileage vehicles # 406, #412, #418, #434, #435
- 2 Van – (R) (\$30,000 each) to replace high mileage Van #409, #431
- 1 SUV – (R) (\$30,000 each) to replace high mileage SUV #429

INTRAFUND TRANSFER

770100 **Intrafund Expense** (\$11,429,353) is recommended increased \$652,711 to reimburse departments for services provided, including Human Resources (\$505,810), Building and Improvements (\$445,973), Building Maintenance (\$45,500), Grounds Maintenance (\$23,550), Employee Share Retiree Health (\$834,859) and Information Technology (\$4,184,105), New building rent (\$3,175,200).

New Employee Physical Examinations – provided by the Public Health Department. \$ 10,000

Mental Health Substance Abuse – Contract for mental health services for participants and their children in the CalWORKs Program. 649,537

Public Health Nurses I,II,ETC. –assigned to health needs of children in Child Welfare Emergency Response and Foster Care. The nurses identify resources to care for any identified health needs. Also, includes nurse for Adult Protective Services assessments. 635,878

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

770100

Intrafund Expense (continued)

<u>Public Health Irrigation Water Meter</u>	10,709
<u>Public Health</u> – TB Testing	405
<u>Public Health</u> – TST Testing	1,200
<u>Public Health</u> – CalWORKs Home Visitation Initiative	495,833
<u>Public Health</u> – Drug Testing for Child Welfare clients	42,000
<u>Public Guardian</u> – PG staff timestudy to Medi-Cal	173,301
<u>EDC Contract</u> – CAO for 25% of contract amount	58,322
<u>General Services</u> – Fire System Testing, Inspections, Monitoring	14,771
<u>Human Resources Live-Scan</u>	22,050
<u>Property Insurance</u>	37,800
<u>311 Charges</u>	3,500

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FUND SOURCES

	<u>Total Cost</u>	<u>Local Cost</u>	<u>Federal/State Cost</u>
Department of Social Services – Administration	\$64,704,318	\$10,711,601	\$53,929,826
Local Match		\$6,855,622	
Less Realignment Covering County Match		(\$5,376,570)	
Net County Match		\$1,479,052	

Net County Match for Admin is covered by

- \$823,550 = A-87 Reimbursements Owed to GF
- \$655,502 = NCC allocated by CAO for the 2023-24

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FUND SOURCES

	<u>Total Cost</u>	<u>Local Cost</u>	<u>Federal/State Cost</u>
Department of Social Services – Administration	\$64,704,318	\$ 10,711,601	\$53,929,826
Department of Social Services - Public Assistance Programs	62,279,659	16,414,449	45,865,210
Department of Social Services - General Relief	<u>903,969</u>	<u>903,969</u>	<u>0</u>
TOTAL	\$127,887,946	\$28,030,019	\$99,795,036
Less Estimated DSS 1991 State Realignment for 2022-23		(\$13,141,758)	
Other Admin Revenue ⁽¹⁾		(685,567)	
Other Assist Revenue ⁽²⁾		(290,000)	
Other General Fund Revenue ⁽³⁾		(65,669)	
Transfer Health Realignment		(497,751)	
Transfer BHS State Realignment		(393,990)	
2011 Realignment Transfer In (Admin)		(4,110,715)	
2011 Realignment Transfer In (Assist)		(5,479,319)	
ESTIMATED COUNTY TOTAL NET COST		\$ 3,365,250	

⁽¹⁾Other revenue includes inter/intrafund transfers from Public Authority and Public Guardian.

⁽²⁾Other revenue includes collections received from various sources for overpayments of warrants issued for Foster Care, CalFresh and CalWORKS.

⁽³⁾Other revenue includes collections received from County burial and General Assistance repayments.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3601	Account Clerk I or							
3602	Account Clerk II	9.0	-	8.0	-	(1.0)	-	A
3600	Account Clerk Supervisor I or							
3703	Account Clerk Supervisor II	1.0	-	-	-	(1.0)	-	A
3349	Accounting Technician I or							
3354	Accounting Technician II	4.0	-	7.0	-	3.0	-	A
3205	Administrative Analyst I or					-		
3206	Administrative Analyst II	11.0	-	15.0	-	4.0	-	E
3610	Administrative Assistant	1.0	-	2.0	-	1.0	-	E
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II	3.0	-	3.0	-	-	-	
3684	Central Services Assistant	1.0	-	1.0	-	-	-	B
3688	Central Services Worker	1.0	-	-	-	(1.0)	-	H
3221	Deputy County Counsel I or							
3222	Deputy County Counsel II or							
3223	Deputy County Counsel III	3.0	-	3.0	-	-	-	
3132	Deputy Director-Welfare	3.0	-	3.0	-	-	-	
2129	Director of Social Services	1.0	-	1.0	-	-	-	
3340	Eligibility Supervisor	17.0	-	17.0	-			
3341	Eligibility Worker I or							
3342	Eligibility Worker II	64.0	-	63.0	-	(1.0)	-	E
3343	Eligibility Worker III	28.0	-	28.0	-	-	-	
3281	Employment and Training Worker I or							
3282	Employment and Training Worker II	19.0	-	19.0	-	-	-	
3283	Employment and Training Worker III	7.0	-	7.0	-	-	-	
3280	Employment and Training Worker Supervisor	4.0	-	4.0	-	-	-	
4222	Executive Assistant to the Department Head	1.0	-	1.0	-	-	-	
4130U	Fiscal Manager	1.0	-	-	-	(1.0)	-	H
3533	Office Assistant I or							

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)
Function: Public Assistance
Activity: Administration
Fund: General

	<u>2022-23</u>		<u>2023-24</u>		<u>Y-O-Y</u>		
	<u>Authorized</u>		<u>Proposed</u>		<u>Changes</u>	<u>in Positions</u>	
	<u>Positions</u>		<u>Positions</u>				
3534 Office Assitant II	42.0	-	35.0	-	(7.0)	-	B
3633 Office Assistant III	11.0	-	12.0	-	1.0	-	B
3681 Office Services Supervisor I or	9.0	-	9.0	-	-	-	
3682 Office Services Supervisor II	2.0	-	2.0	-	-	-	
3639 Personnel Assistant	3.0	-	3.0	-	-	-	
3636 Program Assistant I or	3.0	-	3.0	-	-	-	
3637 Program Assistant II	2.0	-	4.0	-	2.0	-	C
3637U Program Assistant II	1.0	-	1.0	-	-	-	
3169 Program Manager I	8.0	-	9.0	-	1.0	-	D
3683 Program Manager Secretary	4.0	-	6.0	-	2.0	-	D
3703 Senior Accounting Technician	3.0	1.0	4.0	-	1.0	(1.0)	A
3209 Senior Administrative Analyst	2.0	-	1.0	-	(1.0)	-	E
3654 Senior Program Assistant	1.0	-	1.0	-	-	-	
3537 Social Service Aide		13.0	14.0	-	14.0	13.0	B
3286 Social Worker I or							
3287 Social Worker II or							
3288 Social Worker III or							
3289 Social Worker IV	77.0	-	79.0	-	2.0	-	G
3284 Social Worker Supervisor I or							
3285 Social Worker Supervisor II	18.0	-	20.0	-	2.0	-	F,G
3290 Staff Services Manager I	1.0	-	1.0	-	-	-	
3293 Senior Staff Services Manager	-	-	1.0	-	1.0	-	I
3520 Vocational Trainee or							
3521 Vocational Assistant	11.0	-	5.0	-	(6.0)	-	B
TOTAL	377.0	14.0	392.0	-	15.0	(14.0)	

NOTES:

A Reflects the request of the department to delete 1FTE Account Clerk I/II and 1FTE Account Clerk Supervisor I/II and offsetting with the addition of 3FTE Accounting Technician I/II and 1FTE Senior Accounting Technician to address growing complexity of fiscal

B Funding 14FTE Social Service Aid positions to address the differentiation of clerical and client services

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **DEPT OF SOCIAL SERVICES
 ADMINISTRATION (07510)**
 Function: **Public Assistance**
 Activity: **Administration**
 Fund: **General**

**2022-23
 Authorized
 Positions**

**2023-24
 Proposed
 Positions**

**Y-O-Y
 Changes
 in Positions**

- C** Adding 2FTE Program Assistant I/II positions to add social media and computer assisted training support staff
- D** Adding 1FTE Program Manager I and 2 FTE Program Manager Secretary positions to address Child Welfare & Adult program expansion
- E** Changes necessary for program and contract monitoring of new grants
- F** One (1.0) FTE position loaned to the State for CARES
- G** Reflects the request to add two (2.0) FTE position due to IHSS expansion & SWS II
- H** Reflects request to delete these classifications, department will not be using them in FY23-24
- I** Reflects the request to add 1FTE Senior Staff Services Manager, department will be using this classification in place of Fiscal Manager

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT. OF SOCIAL SERVICES
 (SS-MEDICAL 07513)
 Function: MEDICAL NAVIGATOR PROJECT
 Activity: PUBLIC ASSISTANCE
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
655006 FED- SOC SVCS ADMIN	175,976	0	305,146	305,146
TOTAL CHARGES FOR CURRENT SERVICES	175,976	0	305,146	305,146
<u>TOTAL ESTIMATED REVENUES</u>	<u>175,976</u>	<u>0</u>	<u>305,146</u>	<u>305,146</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expense	1,989	0	25,300	25,300
722000 Transportation & Travel	0	0	35,849	35,849
730330 Rents & Leases - Equipment			5,000	5,000
TOTAL SERVICES & SUPPLIES	1,989	0	66,149	66,149
INTRAFUND TRANSFER				
770100 Intrafund Expense	174,243	0	238,997	238,997
TOTAL INTRAFUND TRANSFER	174,243	0	238,997	238,997
<u>TOTAL EXPENDITURES</u>	<u>176,232</u>	<u>0</u>	<u>305,146</u>	<u>305,146</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>256</u>	<u>0</u>	<u>0</u>	<u>0</u>

DEPARTMENT OF SOCIAL SERVICES – MEDI-CAL NAVIGATOR

COMMENTS

This budget contains operating funds to administer the Medi-Cal Navigator Project. The salaries to administer this grant are included in the 07510 – department administration budget for \$238,997.

BACKGROUND

AB 74 authorizes the California Department of Health Care Services (DHCS) to manage and fund Medi-Cal outreach, enrollment, retention, and troubleshooting services through navigation services. Services may include assistance with retaining and using health care coverage and gaining access to needed medical care. The Medi-Cal Health Enrollment Navigators Project was created to fund these navigation services.

SERVICES & SUPPLIES

721300 Office Expense (\$25,300) is recommended for office and photocopy supplies, mailing costs, and computer supplies.

722000 Transportation & Travel (\$35,849) is recommended for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage.

770000 Intrafund Expense (\$238,997) is recommended to reimburse salaries and benefits for social services staff.

Other Charges

730330 Rents & Leases (\$5,000) is recommended to reimburse for usage of copy machines.

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT. OF SOCIAL SERVICES
 (SS-ATT 07514)
 Function: ATT Grant
 Activity: PUBLIC ASSISTANCE
 Fund: General

	<u>ACTUAL</u> 2021-22	<u>BOARD</u> <u>APPROVED</u> 2022-23	<u>DEPARTMENT</u> <u>REQUEST</u> 2023-24	<u>CAO</u> <u>RECOMMENDED</u> 2023-24
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
655006 FED- SOC SVCS ADMIN		101,555	203,110	203,110
TOTAL CHARGES FOR CURRENT SERVICES	0	101,555	203,110	203,110
<u>TOTAL ESTIMATED REVENUES</u>	<u>0</u>	<u>101,555</u>	<u>203,110</u>	<u>203,110</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721300 Office Expense	0	65,668	135,887	135,887
TOTAL SERVICES & SUPPLIES	0	65,668	135,887	135,887
INTRAFUND TRANSFER				
770100 Intrafund Expense	0	35,887	67,223	67,223
TOTAL INTRAFUND TRANSFER	0	35,887	67,223	67,223
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>101,555</u>	<u>203,110</u>	<u>203,110</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

DEPARTMENT OF SOCIAL SERVICES – ATT GRANT

COMMENTS

This budget contains operating funds to administer the Access to Technology (ATT) grant. The salaries to administer this grant are included in the 07510 – department administration budget for \$238,997.

BACKGROUND

The Access to Technology (ATT) for Older Adults and Persons with Disabilities is a grant for counties to purchase digital devices, service plans and training for older adults and individuals with disabilities to increase/improve digital infrastructure in their communities. The grant is intended to reduce isolation, increase connections, and enhance self-confidence for program participants.

Revenue

655006 Social Services Admin. (\$203,110) is recommended. Total of Grant funding is \$304,665 which \$101,555 will be received in FY22/23.

SERVICES & SUPPLIES

721300 Office Expense (\$135,887) is recommended for anticipated training sessions for staff, recipients, cost of devices, and service plans. \$65,668 is expected to be expended in FY22/23.

721400 Professional & Specialized Services (\$0)

770000 Intrafund Expense (\$67,223) is recommended to reimburse salaries and benefits for social services staff. \$35,887 is expected to be expended in FY22/23.

OTHER CHARGES

730330 Rents & Leases (\$0)

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT. OF SOCIAL SERVICES
 GENERAL RELIEF (07520)
 Function: Public Assistance
 Activity: General Relief
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
LICENSES, PERMITS & FRANCHISES				
620705 Indigent Burial Permits	2,190	1,759	1,759	1,759
TOTAL LICENSES, PERMITS & FRANCHISES	2,190	1,759	1,759	1,759
CHARGES FOR CURRENT SERVICES				
661600 Recording Fees	0			
662726 Welfare Burial Reimbursements	7,034	10,486	10,486	10,486
TOTAL CHARGES FOR CURRENT SERVICES	7,034	10,486	10,486	10,486
MISCELLANEOUS REVENUE				
671000 Welfare Repayments	19,531	53,424	53,424	53,424
TOTAL MISCELLANEOUS REVENUE	19,531	53,424	53,424	53,424
<u>TOTAL ESTIMATED REVENUES</u>	<u>28,755</u>	<u>65,669</u>	<u>65,669</u>	<u>65,669</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	202,943	356,970	398,352	398,352
TOTAL SERVICES & SUPPLIES	202,943	356,970	398,352	398,352
OTHER CHARGES				
730100 Support and Care of Persons	118,066	407,028	505,617	505,617
731305 Contributions to Other Agencies	0			
TOTAL OTHER CHARGES	118,066	407,028	505,617	505,617
<u>TOTAL EXPENDITURES</u>	<u>321,009</u>	<u>763,998</u>	<u>903,969</u>	<u>903,969</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>292,254</u>	<u>698,329</u>	<u>838,300</u>	<u>838,300</u>

DEPARTMENT OF SOCIAL SERVICES - GENERAL RELIEF

COMMENTS

This budget funds the care and support of indigents who are ineligible for State and Federal categorical aid programs, and is funded entirely with local County discretionary revenue.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$398,352) is recommended increased \$41,382 for maintenance of graves and burial services. This account covers emergency standby payments to the two ambulance companies in the County, as well as expenditures for dry runs and ambulance services for which the ambulance companies cannot collect from the patient (\$280,142). Also included are the costs of indigent burials for funeral homes and graves (\$98,382), and maintenance of graves (\$19,828).

OTHER CHARGES

730100 **Support & Care of Persons** (\$505,617) is recommended increased \$98,589 based on the current caseload. This appropriation provides for the County's Maintenance of Effort for Child Development funds, and for the rent, utilities, food and transportation of persons meeting the County's General Relief eligibility criteria.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT. OF SOCIAL SERVICES
 PUBLIC ASST. PROGRAMS (07530)
 Function: Public Assistance
 Activity: Aids Programs
 Fund: General

	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
650900 State Intergovernment Revenue	31,535,625	25,853,071	30,789,072	30,789,072
655000 Federal Intergovernment Revenue	6,447,667	19,393,042	23,849,520	23,849,520
TOTAL INTERGOVERNMENTAL REVENUE	37,983,292	45,246,113	54,638,592	54,638,592
CHARGES FOR CURRENT SERVICES				
662305 FOSTER CARE	128,272	80,000	80,000	80,000
TOTAL CHARGES FOR CURRENT SERVICES	128,272	80,000	80,000	80,000
MISCELLANEOUS REVENUE				
671000 Welfare Misc Revenue	333,239	210,000	210,000	210,000
TOTAL MISCELLANEOUS REVENUE	333,239	210,000	210,000	210,000
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	3,408,025	5,335,061	5,479,319	5,479,319
TOTAL OTHER FINANCING SOURCES	3,408,025	5,335,061	5,479,319	5,479,319
<u>TOTAL ESTIMATED REVENUES</u>	<u>41,852,828</u>	<u>50,871,174</u>	<u>60,407,911</u>	<u>60,407,911</u>

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT. OF SOCIAL SERVICES
 PUBLIC ASST. PROGRAMS (07530)
 Function: Public Assistance
 Activity: Aids Programs
 Fund: General

	ACTUAL 2022-23	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
EXPENDITURES:				
730101 CalWORKS				
Federal	9,176,579	10,330,080	13,081,462	13,081,462
2011 Realignment	13,942,710	15,695,316	19,875,710	19,875,710
County*	592,802	667,318	845,056	845,056
Total Aid for CalWORKS	23,712,091	26,692,714	33,802,228	33,802,228
730104 Foster Care				
Federal	2,163,829	4,526,378	2,962,883	2,962,883
2011 Realignment	3,185,741	3,868,991	4,362,164	4,362,164
County*	2,236,358	2,452,777	3,062,195	3,062,195
Total Foster Care	7,585,929	10,848,146	10,387,242	10,387,242
730105 Welfare to Work				
Federal	139,527	424,500	509,400	509,400
State	24,816	75,500	90,600	90,600
Total Welfare to Work	164,342	500,000	600,000	600,000
730107 In-Home Supportive Service				
County*	4,779,243	5,677,797	6,027,797	6,027,797
Total In-Home Supportive Service	4,779,243	5,677,797	6,027,797	6,027,797
730111 Aid For Adopted Children				
Federal	2,194,855	3,182,855	3,618,469	3,618,469
2011 Realignment	1,219,364	1,860,162	1,644,759	1,644,759
County*	1,463,237	626,479	1,315,807	1,315,807
Total Aid For Adopted Children	4,877,457	5,669,496	6,579,034	6,579,034

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: DEPT. OF SOCIAL SERVICES
 PUBLIC ASST. PROGRAMS (07530)
 Function: Public Assistance
 Activity: Aids Programs
 Fund: General

	<u>ACTUAL</u> <u>2022-23</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>EXPENDITURES (continued)</u>				
730118 Cal-Learn				
Federal	9,400	20,172	20,172	20,172
State	621	1,333	1,333	1,333
Total Cal-Learn	10,021	21,505	21,505	21,505
730119 CalWORKS Child Care				
Federal	535,457	835,506	2,104,050	2,104,050
State	76,494	119,358	300,579	300,579
Total CalWORKS Child Care	611,951	954,864	2,404,628	2,404,628
730125 KIN GAP				
Federal	455,317	730,938	989,888	989,888
State	341,488	562,822	742,416	742,416
County*	113,830	168,116	247,472	247,472
Total KIN GAP	910,635	1,461,876	1,979,776	1,979,776
730126 Cash Assistance Program for Immigrants				
State	26,578	70,010	119,234	119,234
Total Cash Assistance for Immigrants	26,578	70,010	119,234	119,234
730129 Housing Assistance/ Transitional Housing Program				
2011 Realignment	188,757	280,000	358,215	358,215
Total Housing Asst/Transitional Housing Program	188,757	280,000	358,215	358,215
<u>TOTAL EXPENDITURES</u>	42,867,004	52,176,408	62,279,659	62,279,659
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,014,176</u>	<u>1,305,234</u>	<u>1,871,748</u>	<u>1,871,748</u>

* County costs are partially offset with other revenue not specific to a Program.

DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

COMMENTS

This budget provides for direct payments to indigent persons meeting eligibility criteria established by Federal and/or State Welfare laws and regulations.

TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF)

In August 1996, the Federal Government passed the Welfare Reform Bill, including regulations regarding TANF. In August 1997, the State of California adopted these TANF regulations into a State Program entitled CalWORKs. An employment program is the principle component of CalWORKs. Counties are required to prepare a detailed plan on how the program will put the maximum number of people into employment. The Federal bill also sets time limits in which an individual can remain on assistance without working and the total amount of time a person has during a lifetime to receive TANF benefits.

The Department of Social Services developed and received approval from the California Department of Social Services to implement a local CalWORKs Program.

STATE REALIGNMENT

1991 Realignment - The provisions of AB 948 and AB 1288 have been in effect since July 1, 1991. These bills contained provisions which changed the State and County sharing ratios for a number of Assistance programs. In addition, the State Legislation created the Local Revenue Fund which distributes the revenue from increased Sales Tax and Vehicle License Fees (Realignment Revenue) to counties to offset the net increase in the counties' level of participation. The revenue from Realignment for 2023-24 is estimated at \$8.7 million.

2011 Realignment - The provisions of AB 118 and AB 116 have been in effect since July 1, 2011. These bills contain provisions which shift responsibility for certain programs from the State to the counties, and redirects specified sales tax revenues to fund them. The Assistance programs affected are Foster Care (FC) and Adoption Assistance Payments (AAP). The revenue from Realignment for 2023-24 is estimated at \$4,362,164 and \$1,644,759 respectively, for these two programs. Additional revenue is estimated at \$19,875,710 to offset the added County share of CalWORKs assistance payments which was State share prior to Realignment.

DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

ASSISTANCE PROGRAMS

For 2023-24, the Department of Social Services' local share of costs for Welfare to Work, CalLEARN incentives, and CalWORKs-Child Care are budgeted in the Social Services Administration Budget as part of the County Maintenance of Effort (MOE) to meet State claiming requirements.

CalWORKs

The CalWORKs Program (\$33,802,228) is recommended increased \$6,109,514. Overall local share is equivalent to 2.5 percent (\$845,056) of program costs. Realignment revenue is estimated at \$19,875,710.

The CalWORKs program provides cash assistance payments for families with dependent children. Assistance payments provide a temporary means of assisting the family while also providing the training and educational support needed by the aided adult to gain employment and become self-sufficient. Under CalWORKs, non-exempt adult recipients must participate in work activities from 30 to 35 hours per week. The CalWORKs Program is broken out into program categories of All Families, Two Parents, Zero Parent, TANF Timed Out and Safety Net Families.

Costs of the CalWORKs Program are divided approximately 26.9% - Federal, 70.6 % - State (Realignment), and 2.5% - County funds.

FOSTER CARE

Appropriations (\$10,387,242) is recommended unchanged. The County share is estimated at \$2,498,998, which is partially offset with revenues not specific to a Program. For 2023-24, 2011 Realignment is estimated at \$4,362,164, which is funded by sales tax revenue.

Included within this budget are funds for Foster Homes, Foster Family Agencies (FFAs), and Group Homes (which are non-residential facilities other than foster homes). Legislation also provides for the cost of reasonable travel for a child to remain in the school in which the child is enrolled at the time of placement. Also, AB 12 legislation allows the extension of foster care to eligible youth up to age 19 effective January 1, 2012, with extension to age 20 effective January 1, 2013.

The Department of Social Services currently provides an additional \$179 to \$651 per month to qualified foster parents who accept children determined to have severe behavioral and mental problems. This decision was based on potentially reducing foster care costs by being able to place difficult juveniles in foster homes rather than in high-cost group homes.

The monthly rate paid to the Resource Family is based on the amount of care and supervision the child needs from the family. Based on five domains (e.g., physical, health, education, behavioral/emotional and permanency/family support).

DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

WELFARE TO WORK (WTW)

Appropriations (\$600,000) is recommended unchanged and will continue to provide for CalWORKs participants' expenses for transportation and other eligible needs under the Program.

IN-HOME SUPPORTIVE SERVICES (IHSS)

Through IHSS, elderly, disabled receive housekeeping services so they may remain in their homes. The estimated total program cost is \$77,264,978.40, of which the County share is estimated at \$6,027,797. The increase is due to State mandate. FY 23-24 MOE amount is \$5,423,800. In accordance with Welfare and Institutions Code section 12306.16 enacted in SB 80 (Chapter 27, Statutes of 2019), the FY 2019-20 IHSS County MOE was rebased to \$4,563,933. Beginning FY 2020-21, an annual inflation factor of four percent is applied to the preliminary MOE. The MOE covers IHSS services, as IHSS administration was moved outside of the MOE and became funded using a capped General Fund (GF) allocation.

During 2002-03, the Board of Supervisors created a Public Authority which is responsible for the administration of the referral and training of Independent Providers. The Authority is also responsible to conduct collective bargaining with the certified organization for wages. (See In-Home Supportive Services - Public Authority budget.) The County currently compensates the independent providers under the IHSS program with an hourly rate of \$16.00. IHSS PA Board approved the provider wage increase for \$.50 effective January 1, 2023.

AID FOR ADOPTED CHILDREN

Appropriations (\$6,579,034) is recommended increased \$909,538, based on current caseload for payments to special needs foster care children who have been adopted. Federal subsidies were created by Congress (Public Law 96-272 the Adoption Assistance and Child Welfare Act of 1980) to encourage the adoption of special needs children and remove the financial disincentives for families to adopt. AB 12 legislation allows for the extension of Adoption Assistance Program to eligible youth up to age 19 effective January 1, 2012, with extension to age 20 effective January 1, 2013. 2011 Realignment is estimated to be \$1,644,759 which is funded by sales tax revenue.

CAL-LEARN

Appropriations (\$21,505) no change is recommended. Cal-Learn is funded by State and Federal funds and provides for intense supportive and counseling services for teenage mothers and pregnant girls. The budget provides payments for supportive services such as transportation, child care, and ancillary expenses.

DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

CalWORKs CHILD CARE

Appropriations (\$2,404,628) is recommended increased \$1,349,764. For 2023-24 customers could continue participating in Welfare to Work (WTW) activities, thus increasing the need for the higher level of child care, and resulting in projected child care costs.

Child care services are provided to CalWORK's recipients when they enter a job club/search, or when child care is needed for a recipient to complete the Welfare-to-Work Plan. The family will continue to receive child care services until a family's child care is stabilized, but not more than six (6) months.

KIN GAP

Appropriations (\$1,979,776) is recommended increased \$661,203. This program offers relative care givers of dependent children a new option for providing a permanent home to these children through a subsidy to children who leave the juvenile court dependency system to live with a relative legal guardian. To be eligible for the program, the child must have lived with the relative at least six consecutive months. AB 12 legislation allows the extension of Kin Gap to eligible youth up to age 19 effective January 1, 2012, with extension to age 20 effective January 1, 2013.

CASH ASSISTANCE PROGRAM FOR IMMIGRANTS

Appropriations (\$119,234) is recommended increased 70,686. This program is for non-citizens who entered the United States on or after August 22, 1996, and meet Federal definitions of a qualified alien. All costs for this program are 100% State funded.

HOUSING ASSISTANCE/ TRANSITIONAL HOUSING PROGRAM

Appropriations (\$358,215) is recommended decreased \$188,090. This program is for emancipated youth exiting the Child Welfare System and is 100% Realignment. Youths live with host families, and case management services are available to assist in the emancipation process. The goal is to provide participants with safe living environments while helping them learn safe life skills to achieve self-sufficiency.

DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

**TOTAL COUNTY COST OF
DEPARTMENT OF SOCIAL SERVICES PUBLIC ASSISTANCE PROGRAMS**

	Estimated <u>2022-23</u>	Recommended <u>2023-24</u>
County Share	(\$9,592,487)	(\$10,935,130)
Less:		
Other Revenue ⁽¹⁾	(\$290,000)	(\$290,000)
DSS 1991 Realignment	(\$8,773,382)	(\$8,773,382)
NET COUNTY COST	\$1,715,236	\$1,871,747

(1) Other Revenue includes collections received from various sources for overpayments of warrants issued for Foster Care and CalWORKs.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **IHSS Public Authority
(77070)**
Function: **Public Assistance**
Activity: **Public Assistance**
Fund: **IHSS Public Authority**

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROP				
640101 INTEREST ON CASH	474	0	0	0
TOTAL REVENUE FROM USE OF MONEY/PROP	474	0	0	0
INTERGOVERNMENTAL REVENUE				
650809 ST - ADMIN IHSS ADV	126,845	0	0	0
650810 ST - ADMIN SOC SVS	143,179	147,869	147,869	147,869
650910 ST-PUB ASSIST REALIGNMENT	0	122,446	269,527	269,527
655006 FED - SOC SVC ADMIN	11,375	147,869	147,869	147,869
TOTAL INTERGOVERNMENTAL REVENUE	281,399	418,184	565,265	565,265
<u>TOTAL ESTIMATED REVENUES</u>	<u>281,873</u>	<u>418,184</u>	<u>565,265</u>	<u>565,265</u>
SERVICES & SUPPLIES				
720300 Communications	4,227	4,438	4,438	4,438
720500 Household Expense	3,829	4,404	4,404	4,404
720601 General Insurance	16,850	19,378	19,378	19,378
720800 Maintenance - Equipment	3,195	3,355	6,613	6,613
720900 Maintenance - Structures & Grounds	4,425	4,646	4,646	4,646
721300 Office Expense	18,868	20,281	30,281	30,281
721400 Professional & Specialized Services	5,833	31,950	31,950	31,950
721500 Publications & Legal Notices	288	288	288	288
721900 Special Departmental Expense	1,500	1,500	1,500	1,500
722000 Transportation & Travel	1,750	1,750	2,800	2,800
722100 Utilities	2,187	4,155	4,155	4,155
TOTAL SERVICES & SUPPLIES	62,952	96,145	110,453	110,453

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **IHSS Public Authority
(77070)**
Function: **Public Assistance**
Activity: **Public Assistance**
Fund: **IHSS Public Authority**

	ACTUAL	BOARD	DEPARTMENT	CAO
	<u>2021-22</u>	<u>APPROVED</u>	<u>REQUEST</u>	<u>RECOMMENDED</u>
		<u>2022-23</u>	<u>2023-24</u>	<u>2023-24</u>
OTHER CHARGES				
730330 Rents & Leases - Equipment	35,000	37,185	37,185	37,185
730700 Judgements & Damages	0	10,000	13,000	13,000
731401 INTERFUND EXPEND - COST PLAN	194,934	274,854	404,627	404,627
TOTAL OTHER CHARGES	229,934	322,039	454,812	454,812
<u>TOTAL EXPENDITURES</u>	<u>292,886</u>	<u>418,184</u>	<u>565,265</u>	<u>565,265</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>11,013</u>	<u>0</u>	<u>0</u>	<u>0</u>

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

COMMENTS

In 1999, the Governor signed Assembly Bill 1682 (AB 1682) into law. A provision of the bill added Section 12302.25 to the Welfare and Institutions Code which states that each county, on or before January 1, 2003, must act as an employer of record or establish an employer of record for In-Home Supportive Services (IHSS) Program providers for the purpose of collective bargaining. The providers do not become County employees.

Pursuant to AB 1682 requirements, on October 15, 2002, the Madera County Board of Supervisors, by ordinance, created the, "In-Home Supportive Services - Public Authority" as a separate and distinct legal entity. With the Board of Supervisors as the Board of Trustees of the Authority, the role of the Authority, in addition to employer of record for collective bargaining of wages and fringe benefits of the Independent Providers, is to:

- Contract with the Department of Social Services for Public Authority administrative staff, which includes Program Manager, Receptionist and Registry/Training Specialists.
- Provide a centralized Provider Registry to be developed and operated "in-house" by the Public Authority.
- Supply, through the Registry, upon consumer request, a list of providers to IHSS consumers following completion of the consumer intake process.
- Make training services available to all Madera County IHSS consumers and providers.
- Provide, through County Departments, technical and professional assistance to support the initial development and ongoing operations of the Public Authority. Departments include Social Services, County Counsel, Human Resources, Administrative Management, and the Auditor-Controller's Office. Charges for services of the various County Departments will be included in an Interagency agreement between the County and the Public Authority.

This budget includes the funding for the IHSS Public Authority staff support and resources to accomplish the above activities. The proposed 2023-24 budget for the In-Home Supportive Service - Public Authority, which is not part of the General Fund, funds the administrative activities and support costs for the activities of the Authority.

Note: The Federal, State, and County funds that support the IHSS Administrative function are not included in the County's General Fund and are to be accounted for separately. The Federal and State funds will be received into the IHSS Public Authority Budget when claims are submitted and revenues are received for this budget. The County share of funds are included in the Special Payments Budget (02200) and transferred into the IHSS Public Authority as costs are incurred.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

COMMENTS (continued)

The County currently compensates the independent providers with an hourly rate of \$16.00.

The In-Home Supportive Services (IHSS) Program was created in 1973, and is funded with Federal, State, and County funds. The program is designed to serve individuals who would not be able to remain safely in their own home without assistance and includes aged, blind, or otherwise disabled SSI/SSP recipients, as well as low-income individuals. The IHSS Program has two (2) main benefits: (1) it allows recipients the comfort of living in their own homes (avoiding institutionalization); and (2) provides services that are much less expensive than out-of-home care. Individuals eligible for the program receive a wide variety of basic services, including domestic assistance, such as housecleaning, meal preparation, laundry, and shopping; personal care, such as feeding and bathing; transportation; protective supervision; and certain paramedical services ordered by a physician. An individual may be eligible for up to 283 hours of service per month based on assessments of their ability to function independently. Eligibility for these services and the specific level of services is determined by the IHSS Social Worker staff funded in the Department of Social Services – Administration Budget (07510).

The State and the County share administrative responsibilities for the IHSS Program. The State's primary functions include overseeing the payroll system for IHSS providers, unemployment insurance and workers' compensation, as well as supplying financial resources for the program. The day-to-day administration of the IHSS program is the responsibility of the County, including a determination of the number of service hours per month for which the recipient qualifies and the types of service each recipient needs. The County has, and will continue to maintain, a list of providers known to provide IHSS services. If a recipient indicates they don't know anyone to provide services, a list of providers in their geographic area is provided. The recipient contacts, interviews, hires, supervises, and fires their care giver. In fact, many IHSS recipients hire family members or friends, who receive pay through the IHSS Program. In Madera County, 70 percent of the individual providers are related to the IHSS recipient. There are about 2,545 recipients in Madera County and approximately 2,227 individual providers. The State pays the providers directly based on time records submitted to the State by the County IHSS Public Authority overseeing the provider activities, and the County submits the County's share of cost to the State.

Beginning in Fiscal Year 2017-2018, there is a cap on State General Fund participation for PA administration.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

ESTIMATED REVENUES

650000 **Intergovernmental Revenue** (\$565,266) is the anticipated state and federal revenues for fiscal year 2023-24.

SERVICES AND SUPPLIES

720300 **Communications** (\$4,438) is recommended unchanged for cell phones, internet access for case management software for the Registry, connection to State payroll system, and shared costs for phone lines.

720500 **Household Expense** (\$4,404) is recommended unchanged for pro-rated costs associated with janitorial and rug services based on co-locating with the Department of Social Services.

720700 **General Insurance** (\$19,378) is recommended unchanged for primary liability coverage for the Authority.

720800 **Maintenance - Equipment** (\$6,613) is recommended increased \$3,258 for repairs associated with the maintenance of office equipment.

720900 **Maintenance - Structures & Grounds** (\$4,646) is recommended unchanged for the pro-rated costs for building and grounds maintenance.

721300 **Office Expense** (\$30,281) is recommended increased \$10,000 for estimated cost of office supplies, postage, subscriptions, and computer supplies.

721400 **Professional & Specialized Services** (\$31,950) is recommended unchanged to provide a Consumer & Provider Newsletter, consultants for needs assessments, program evaluation and training (\$1,000), Registry and Database software (\$8,775), and Social Services Professional Services – Salaries and Benefit of Contracted Employees (\$17,000). This account also provides for the estimated costs of professional services which will be purchased by the Authority including:

\$1,150	Auditor - Controller's Office professional services and annual audit
\$1,725	Information Technology professional services and installation of equipment
\$1,150	Human Resources professional services
\$1,150	Administrative Management and Risk Management professional services

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

SERVICES AND SUPPLIES (continued)

- 721500** **Publications and Legal Notices** (\$288) is recommended unchanged and represents the projected costs for advertising for providers in local newspapers, radio, TV, etc.
- 721900** **Special Departmental Expense** (\$1,500) is recommended unchanged. This account is used to purchase materials to promote the Registry to providers and consumers.
- 722000** **Transportation & Travel** (\$2,800) is recommended increased \$1,050 for the projected costs for travel and training, mileage reimbursement for use of private vehicles, and use of Social Services' vehicles.
- 722100** **Utilities** (\$4,155) is recommended unchanged for the projected shared costs for the use of utilities in the Social Services facilities.
- 730330** **Rents & Leases** (\$37,185) is recommended unchanged for shared costs for use equipment and of Social Services' facilities.

OTHER CHARGES

- 730700** **Judgements & Damages** (\$13,000) is recommended increased \$3,000 to fund the required deductible for the primary liability insurance coverage.
- 731401** **Interfund Expense** (\$404,627) is recommended increased \$129,773 to transfer costs associated with Social Services Department staff performing services on behalf of the Public Authority.

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: PUBLIC GUARDIAN
 (08020)
 Function: Public Asst./Pub. Protection
 Activity: Other Protection
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
661300 Estate Fees	60,000	60,000	60,000	60,000
TOTAL CHARGES FOR CURRENT SERVICES	60,000	60,000	60,000	60,000
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	172,632	259,886	259,886	259,886
TOTAL CHARGES FOR MISCELLANEOUS REVENUE	172,632	259,886	259,886	259,886
<u>TOTAL ESTIMATED REVENUES</u>	<u>232,632</u>	<u>319,886</u>	<u>319,886</u>	<u>319,886</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	248,612	273,723	292,884	292,884
710107 Premium Pay	735	0	0	0
710200 Retirement	95,907	97,557	111,382	111,382
710300 Health Insurance	45,054	48,403	62,680	62,680
710400 Workers' Compensation Insurance	1,379	1,379	1,379	1,379
TOTAL SALARIES & EMPLOYEE BENEFITS	391,687	421,062	468,325	468,325
SERVICES & SUPPLIES				
720300 Communications	622	4,600	4,600	4,600
720500 Household Expense	6,403	6,723	6,723	6,723
720600 Insurance	3,052	3,205	3,205	3,205
720800 Maintenance - Equipment	450	473	473	473
721100 Memberships	5,075	9,906	9,906	9,906
721300 Office Expense	4,800	17,219	17,219	17,219

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC GUARDIAN
(08020)**
Function: **Public Asst./Pub. Protection**
Activity: **Other Protection**
Fund: **General**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
721400 Professional & Specialized Services	28,946	35,613	35,613	35,613
721500 Publications & Legal Notices	0	210	210	210
721600 Rents & Leases - Equipment	3,840	0	0	0
721900 Special Departmental Expense	0	150	150	150
722000 Transportation & Travel	969	14,156	14,156	14,156
722100 Utilities	4,710	4,710	4,908	4,908
TOTAL SERVICES & SUPPLIES	58,867	96,965	97,163	97,163
OTHER CHARGES				
730330 Rents & Leases - Equipment	3,124	3,749	3,749	3,749
TOTAL OTHER CHARGES	3,124	3,749	3,749	3,749
INTRAFUND TRANSFER				
770100 Intrafund Expense	27,090	135,399	135,399	135,399
TOTAL INTRAFUND TRANSFER	27,090	135,399	135,399	135,399
<u>TOTAL EXPENDITURES</u>	480,768	657,175	704,636	704,636
<u>NET COUNTY COST (EXP - REV)</u>	248,136	337,289	384,750	384,750

PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

COMMENTS

The Public Guardian, acting under court orders, handles funds and property of persons adjudged to be incompetent and provides for the care, support, and maintenance of the ward. The Public Guardian also acts as Conservator, under court orders, to conserve and protect the estate and persons who are wards of the Court. The Public Guardian also administers estates of deceased persons when no relative or other person is available for this purpose. Oversight for the operations of the Public Guardian/Public Administrator's Office was placed under the Department of Social Services (DSS) as of mid-year 2009-10.

ESTIMATED REVENUES

661300 **Estate Fees** (\$60,000) is the anticipated revenue for FY 2023-2024.

670000 **Intrafund Revenue** (\$259,886) is the anticipated revenue for FY 2023-2024.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$292,884) is recommended increased \$19,161 based on recommended staffing levels.

710103 **Extra Help** (\$0) is recommended no change and is based on no projected cost of Extra Help coverage needed for the year.

710200 **Retirement** (\$111,382) is recommended increased \$13,825 and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$62,680) is recommended increased \$14,277 and is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,379) is recommended no change and reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$4,600) is recommended unchanged for services suggested.

PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

SERVICES & SUPPLIES (continued)

- 720500** **Household Expense** (\$6,723) is recommended unchanged for janitorial services and charges on intrafund account.
- 720600** **Insurance** (\$3,205) is recommended unchanged and reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$473) is recommended unchanged for the maintenance of office equipment (typewriters, calculators, check printer, and computers).
- 721100** **Memberships** (\$9,906) is recommended unchanged for the cost of association/membership in the California Association of Public Guardian/Public Conservator/Public Administrator (CAPA, \$6,339), annual code book updates (\$2,516), Thomas Reuters Probate Codes (\$683) and continuing EDUC Pub (\$368).
- 721300** **Office Expense** (\$17,219) is recommended unchanged for postage (\$2,760), CEB Estate Planning Online (\$1,470), safety deposit box (\$575), envelopes (\$1,840) and checks (\$2,524), along with miscellaneous office expenses (\$8,050).
- 721400** **Professional & Specialized Services** (\$35,613) is recommended unchanged and includes monthly maintenance fees for PG Pro Software (\$28,350), LexisNexis - used for looking up relatives of conservatees (\$2,014) and other services as needed.
- 721500** **Publications & Legal Notices** (\$210) is recommended unchanged for the cost to publish notices for Public Administrator estate sales and to purchase required annual code books.
- 721600** **Rents & Leases - Equipment** (\$0) is not recommended. Costs have been moved to account 730330.
- 721900** **Special Departmental Expense** (\$150) is recommended unchanged. This account funds miscellaneous expenses.
- 722000** **Transportation & Travel** (\$14,156) is recommended unchanged for the lodging and meals for Out-of-County trips which include mandated certification trainings for staff (\$2,600), estimated 700 miles (\$1,600) and Central Garage charges (\$7,456).
- 722100** **Utilities** (\$4,908) is recommended increased \$198 for PG staff at DSS new building.

PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$3,749) is recommended unchanged for the copier lease (\$2,041), additional copies costs (\$756), and the cost of a shred bin (\$489).

INTRAFUND TRANSFER

770100 **Intrafund Expense** (\$135,399) is recommended unchanged to fund specified DSS Salaries and Benefits, DSS Staff timestudy to PG (\$48,006.83), Maintenance & Repair/Grounds (\$1,945.61), Human Resouce services (\$5,656.30), IT services (\$45,408.89), and rent (\$34,381.39).

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **PUBLIC GUARDIAN
 (08020)**
 Function: **Public Asst./Pub. Protection**
 Activity: **Other Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3111	Chief Deputy Public Guardian	1.0		1.0		-	-	
3687	Deputy Public Guardian	2.0		2.0		-	-	
3533	Office Assistant I or							
3534	Office Assistant II	1.0		1.0		-	-	
TOTAL		4.0	-	4.0	-	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: VETERANS SERVICE OFFICE
 (08010)
 Function: Public Asst./Pub. Protection
 Activity: Vet. Svs./Other Protection
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
652800 State - Veterans Affairs	71,774	75,000	85,000	85,000
TOTAL INTERGOVERNMENTAL REVENUE	71,774	75,000	85,000	85,000
OTHER FINANCING SOURCES				
680200 Operating Transfers In	4,389	0	0	0
TOTAL OTHER FINANCING SOURCES	4,389	0	0	0
<u>TOTAL REVENUES</u>	<u>76,163</u>	<u>75,000</u>	<u>85,000</u>	<u>85,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	127,254	207,021	215,472	215,472
710103 Extra Help	30,498	0	0	0
710200 Retirement	59,937	90,648	93,537	93,537
710300 Health Insurance	44,444	47,916	60,855	60,855
710400 Workers' Compensation Insurance	1,120	1,445	40,144	40,144
TOTAL SALARIES & EMPLOYEE BENEFITS	263,253	347,030	410,008	410,008
SERVICES & SUPPLIES				
720300 Communications	833	2,160	1,320	1,320
720600 Insurance	24,636	51,439	46,076	46,076
721100 Memberships	3,690	4,000	4,000	4,000
721300 Office Expense	747	4,000	2,000	2,000
721900 Special Department Expense	112	0	0	0
722000 Transportation & Travel	2,091	6,000	6,000	6,000
TOTAL SERVICES & SUPPLIES	32,109	67,599	59,396	59,396
OTHER CHARGES				
730330 Rents & Leases - Principal	3,490	3,850	3,650	3,650

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: VETERANS SERVICE OFFICE
 (08010)
 Function: Public Asst./Pub. Protection
 Activity: Vet. Svs./Other Protection
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
770100 Intrafund Transfer	2,352	2,352	2,352	2,352
TOTAL OTHER CHARGES	5,841	6,202	6,002	6,002
<u>TOTAL EXPENDITURES</u>	<u>301,204</u>	<u>420,831</u>	<u>475,406</u>	<u>475,406</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>225,041</u>	<u>345,831</u>	<u>390,406</u>	<u>390,406</u>

VETERANS SERVICE OFFICE

COMMENTS

The Veterans Services Office (VSO) is established by the Board of Supervisors of Madera County to assist veterans, their dependents, and surviving spouses in determining eligibility for and pursuing any claim in establishing a right to any VA benefits owed by law. The VSO not only assists veterans and their family with filing VA claims, but it also answers questions about other various federal, state, and local benefits. Currently, the Veterans Services Office is staffed with a Veterans Services Officer, two (2) Veteran Services Representatives, and a Veterans Services Assistant. Office duties consist of filling accurate claims in obtaining federal, state, and local benefits & entitlements from the U.S. Department of Veterans Affairs (VA), California Department of Veterans Affairs (CDVA), and other organizations.

WORKLOAD:

<u>July 1, 2021 – June 30, 2022</u>		<u>July 1, 2022 – April 30, 2023</u>	
County Population (Approx.)	7,110	County Population (Approx.)	6,000
County Size	Very Small	County Size	Very Small
New Claims Filed	418	New Claims Filed	628
New Awards	\$2,973,061	New Awards	\$2,719,290
Average New Award	\$7,113	Average New Award	\$4,330

ESTIMATED REVENUES

652800 **State - Veterans Affairs** (\$85,000) is estimated for Veterans Affairs Subvention funds and state reimbursement for attending mandated conferences. This number is subject to change with the recent passage of California State Budget (AB 128) as County Veterans Services Offices are still in the initial phase of identifying the monetary impact of the increased subvention and training funding allocations.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$215,472) is recommended due to the increasing salaries of four (4) current FTE staff members. This includes the County Veterans Services Officer, two (2) Veteran Services Representatives, and a recently filled Veterans Services Assistant position. This level of staffing is necessary due to increasing workloads and complexity, serving underserved areas, and the eventual staffing of the Oakhurst Government Building.

710200 **Retirement** (\$93,537) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System for four (4) FTE Staff members.

VETERANS SERVICE OFFICE

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$60,855) is based on the employer's share of health insurance premiums for four (4) FTE Staff members.
- 710400** **Workers' Compensation** (\$40,144) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund for four (4) FTE Staff members.

SERVICES & SUPPLIES

- 720300** **Communications** (\$1,320) it is requested that the VSO office maintain 2 office cell phones. This will allow the VSO office to perform their duties outside of the office during outreach events or while working from locations outside of the office. A \$840 reduction from last FY.
- 720600** **Insurance** (\$60,855) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721100** **Memberships** (\$4,000) is requested to cover the cost of the VSO office's association dues and membership fees.
- 721300** **Office Expense** (\$2,000) is recommended for office expenses. A \$2,000 reduction from last FY.
- 722000** **Transportation & Travel** (\$6,000) unchanged from previous FY for lodging and meals related to out-of-county conferences and trainings, for which attendance is required to maintain accreditation and receive subvention funding. Transportation and travel costs are fully offset by revenues specifically allocated by the State for these activities.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$3,650) is recommended for projected costs of the department's copier lease. A reduction of \$200 from previous FY.
- 770100** **Intrafund Transfer** (\$2,352) is recommended for payment of VoIP phones telecommunications system for four (4) users and conference phones.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **VETERANS SERVICE OFFICE
 (08010)**
 Function: **Public Asst./Pub. Protection**
 Activity: **Vet. Svs./Other Protection**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3538	Veterans' Service Assistant	1.0	-	1.0		-	-	
3420	Veterans' Service Representative	2.0	-	2.0		-	-	
2136	Veterans' Service Officer	1.0	-	1.0		-	-	
TOTAL		4.0	-	4.0	-	-	-	

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: COMMUNITY ACTION
 PARTNERSHIP (08200)
 Function: Public Assistance
 Activity: Other Assistance
 Fund: General

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
FEDERAL OTHER				
657001 Federal Community Services	310,927	324,159	347,293	347,293
TOTAL ESTIMATED REVENUES	<u>310,927</u>	<u>324,159</u>	<u>347,293</u>	<u>347,293</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	179,628	180,953	207,023	207,022
710200 Retirement	60,582	86,767	83,441	83,441
710300 Health Insurance	13,481	15,087	15,214	15,214
710400 Workers' Compensation Insurance	1,049	1,353	1,616	1,616
TOTAL SALARIES & EMPLOYEE BENEFITS	<u>254,741</u>	<u>284,159</u>	<u>307,293</u>	<u>307,293</u>
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	40,000	40,000	40,000
TOTAL SERVICES & SUPPLIES	<u>0</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
<u>TOTAL EXPENDITURES</u>	<u>254,741</u>	<u>324,159</u>	<u>347,293</u>	<u>347,293</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>(56,186)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COMMUNITY ACTION PARTNERSHIP

COMMENTS

This budget funds the salary and fringe benefit costs of the Community Action Partnership of Madera County, Inc., Executive Director, which are fully reimbursed by the federal and state grant awards. This employee is responsible to the Governing and Administering Board of the Community Action Partnership of Madera County (CAPMC) for the organization and direction of programs under Community Action Partnership Administration.

In addition, as approved on December 10, 2013, the County entered into an agreement with Fresno-Madera Area Agency on Aging to administer the Senior Congregate Meals Program at four locations – Coarsegold, Madera Ranchos, North Fork, and Oakhurst – effective February 1, 2014, through June 30, 2014. The program is expected to be renewed for the 2022-23 fiscal year. The County delegated the administration of this program to CAPMC. The County contributes additional funds for the total operation of the congregate meal program at the four county locations through the Special Payments budget (02200).

ESTIMATED REVENUES

657001 Federal Community Services (\$347,030) are recommended increased \$22,871 for maintaining the current level of staffing.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$207,022) are recommended increased \$26,070 based on the cost of recommended staffing. The CAPMC Executive Director also serves as the County's Homelessness Coordinator.

710200 Retirement (\$83,441) for the County's anticipated contribution to Social Security and Public Employees' Retirement System.

710300 Health Insurance (\$15,214) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$1,616) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

721400 **Professional & Specialized Services** (\$40,000) are recommended unchanged based on the level of funding for the current fiscal year for the operation of the Senior Congregate Meals Program at four county locations and the addition of the Chowchilla site. This expense is completely offset by grant revenue received from Fresno-Madera Area Agency on Aging (FMAAA). If the County receives notification of a change in funding from FMAAA subsequent to adoption of this budget, staff will bring the necessary budget adjustment to the Board for approval.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **COMMUNITY ACTION
 PARTNERSHIP (08200)**
 Function: **Public Assistance**
 Activity: **Other Assistance**
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
2122	Executive Director-Community Action Partnership of Madera County	1.0	-	1.0	-	-	-	
TOTAL		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

HOMELESSNESS GRANT FUNDING

COMMENTS

This purpose of this budget is to track various grants the county has received to address homelessness as well as to describe the collective efforts aimed at making homelessness brief and non-reoccurring for Madera County. Homelessness is a complicated issue and while funding to address it has increased in recent years, the manner of how they are delivered and administered is often convoluted and uncoordinated. Majority of funding to address homelessness come from the United States Department of Housing and Urban Development (HUD) homeless assistance grants programs. This funding flows through various Continuum of Care (CoC) organizations, who are tasked to administer these funds via a competitive grant process. CoCs, as an organization, are structured differently between counties or groups of counties in a particular region and are determined by HUD. Madera County belongs to the Fresno-Madera Continuum of Care (FMCoC), which is the collaborative tasked to meet HUD requirements and coordinate programs and activities to address homelessness in both Fresno and Madera County. As FMCoC is a non-JPA collaborative, Fresno County acts as the “administrative entity” for purposes of administering competitive bidding and management of federal funding awards to various entities.

More recently, the State of California created the Homeless Housing, Assistance, and Prevention Program (HHAP), which has so far provided three rounds of funding to counties and cities to supplement each jurisdictions HUD resources at addressing homelessness. HHAP grant funds and their uses are described below. In addition, the California Department of Health Care Services (DHCS) provides various funding sources to county human services agencies to address homeless prevention and housing preservation needs for clients of the various programs they serve.

Strategic Plan Development

Due to the complicated and systemic nature of the homelessness crisis, the County will be working with a consultant to develop a comprehensive strategic plan to help make homelessness a temporary and non-reoccurring issue in the county. Funding for this strategic plan was provided to the County by the FMCoC; the plan is expected to be completed by the 3rd quarter of Fiscal Year 2022-23 and will have a countywide focus at addressing homelessness in all areas, including the two incorporated cities. The strategic plan will be coordinated with Housing the Homeless Committee, which is collaborative formed to coordinate various local agency response to the homelessness crisis and aimed to ensure that programs created are complementary instead of duplicative.

Affordable Housing & Shelter Needs

The County, in partnership with the Madera Rescue Mission (MRM) and the Community Action Partnership of Madera County (CAPMC). is currently working on establishing a 7-bed low-barrier triage shelter at MRM. This facility, once completed, will be the first of its kind in the County and will allow CAPMC case managers to stabilize unsheltered individuals, get them document ready, and link them to services to increase their chances of achieving permanent housing.

HOMELESSNESS GRANT FUNDING

Homelessness Funding HHAP-1 Grant

On July 31, 2019, Governor Newsom signed into law the Homeless Housing, Assistance, and Prevention Program (HHAP) (AB 101, Chapter 159, Statutes of 2019). The HHAP program is a block grant program designed to provide jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

The eligible applicants for the HHAP program funds are the CoC, as identified by the United States Department of Housing and Urban Development (HUD), large cities (with a population of 300,000 or more), and counties. Successful applicants were awarded HHAP program funds after entering into a contract with the Business, Consumer Services, and Housing Agency (BCSH). Eligible applicants are expected to administer their own funds separately; however, they are expected to demonstrate regional coordination as outlined in the HHAP program guidance. One of the threshold requirements is that the eligible applicants must submit a plan specifying alignment of funds and goals, strategies, and services, both short-term and long-term, to reduce homelessness and make it non-recurring.

The total Statewide funding for this program is \$640,000,000. The set aside for Counties is \$175,000,000. Awards were based on the county's proportionate share of the total homeless population of region served by the Madera-Fresno Continuum of Care.

In Fiscal Year 2019-20, the County of Madera was awarded \$411,434 as part of the HHAP Round 1 Grant. The funding was received by the County on July 6, 2020 and deposited to the Behavioral Health Org 61740. As part of the grant, an agreement was established between the Behavioral Health Department (BHS) and Community Action Partnership of Madera County (CAPMC). Under this agreement, CAPMC is to provide outreach services in the County for homelessness assistance and prevention. In December 2021, management of the program shifted from BHS to County Administration.

Homelessness Funding HHAP-2 Grant

The Homeless Coordinating and Financing Council (HCFC) made available \$300 million in Homeless Housing, Assistance and Prevention Round 2 (HHAP-2) block grant funding program authorized by AB 83. HHAP-2 is intended to support local jurisdictions in their unified regional response to reduce and end homelessness. HHAP-2 prioritizes enabling people experiencing literal homelessness move into safe, stable housing, and either funds permanent housing interventions directly or, if used for shelter or street outreach, clear pathways to connect people to permanent housing options. The HHAP-2 Grant was fully spent in Fiscal Year 2022-23.

HOMELESSNESS GRANT FUNDING

Under the HHAP-2 Program, Madera County will collaborate with Community Action Partnership Madera County (CAPMC) and the Madera Rescue Mission to pursue a project under the HHAP-2 funding categories of Rapid Rehousing, Street Outreach, and New Navigation Centers/Emergency Shelters to support the new homeless housing expansion project located at the Madera Rescue Mission.

Homelessness Funding HHAP-3 Grant

On December 17, 2021, the Homeless Coordinating and Financing Council (HCFC) announced the availability of Homeless Housing, Assistance and Prevention (HHAP) Program Round 3 grant funding. HHAP Round 3 is a \$1 billion block grant program authorized by AB140, which was signed into law by Governor Gavin Newsom on July 19, 2021.

HHAP Round 3 is designed to build on regional coordination developed through previous rounds of HCFC Homeless Emergency Aid Program (HEAP), HHAP, and COVID-19 funding. Round 3 funds are to be used to continue building regional coordination and a unified regional response to reduce and end homelessness informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: CAO Homelessness
 (13170)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
BEGINNING FUND BALANCE	0	189,036	159,921	159,921
<u>ESTIMATED REVENUES:</u>				
OTHER REVENUE				
640101 INTEREST	930	0	2,500	2,500
TOTAL REVENUE	<u>930</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	188,084	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	<u>188,084</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>TOTAL ESTIMATED REVENUES</u>	<u>189,014</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	189,036	159,921	159,921
TOTAL SERVICES & SUPPLIES	<u>0</u>	<u>189,036</u>	<u>159,921</u>	<u>159,921</u>
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>189,036</u>	<u>159,921</u>	<u>159,921</u>
Income Over / (Under) Expenses	<u>(189,014)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: CAO Homelessness
 (13171)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
BEGINNING FUND BALANCE	0	239,821	0	0
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	411,434	0	0	0
TOTAL INTERGOVERNMENTAL REVENUE	411,434	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>411,434</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	177,595	66,341	0	0
750000 Operating Transfers Out	0	173,480	0	0
TOTAL SERVICES & SUPPLIES	177,595	239,821	0	0
<u>TOTAL EXPENDITURES</u>	<u>177,595</u>	<u>239,821</u>	<u>0</u>	<u>0</u>
Income Over / (Under) Expenses	<u>(233,839)</u>	<u>0</u>	<u>0</u>	<u>0</u>

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: CAO Homelessness
 (13172)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u>
BEGINNING FUND BALANCE	0	105,327	526,637	526,637
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
654000 ST-OTHER	105,327	421,310	0	0
TOTAL INTERGOVERNMENTAL REVENUE	105,327	421,310	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>105,327</u>	<u>421,310</u>	<u>0</u>	<u>0</u>
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	0	526,637	526,637	526,637
TOTAL SERVICES & SUPPLIES	0	526,637	526,637	526,637
<u>TOTAL EXPENDITURES</u>	<u>0</u>	<u>526,637</u>	<u>526,637</u>	<u>526,637</u>
Income Over / (Under) Expenses	<u>(105,327)</u>	<u>0</u>	<u>0</u>	<u>0</u>

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **LIBRARY
(09110)**
Function: **Library Services**
Activity: **Library Services**
Fund: **General**

	<u>ACTUAL 2020-21</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROPERTY				
640300 Rents & Concessions	100	250	250	250
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	100	250	250	250
INTERGOVERNMENTAL REVENUE				
654000 ST - Other	56,332	0	100,000	100,000
659000 Other Government Agencies	117,237	150,000	0	0
TOTAL INTERGOVERNMENTAL REVENUE	173,569	150,000	100,000	100,000
CHARGES FOR CURRENT SERVICES				
662500 Library Services	11,732	10,000	11,000	11,000
662510 Lost Book Collections	1,396	1,000	1,500	1,500
662700 Other Charges for Services	9,389	5,500	9,500	9,500
TOTAL CHARGES FOR CURRENT SERVICES	22,516	16,500	22,000	22,000
MISCELLANEOUS REVENUE				
673300 Contributions & Donations	11,459	3,000	3,000	3,000
673700 Cash Overage	50	0	0	0
673800 PY Cancel Warrants	28	0	0	0
673920 Misc Reimbursement Other	50,000	0	0	0
680200 Operating Transfer In	22,403	0	0	0
TOTAL MISCELLANEOUS REVENUE	83,940	3,000	3,000	3,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>280,125</u>	<u>169,750</u>	<u>125,250</u>	<u>125,250</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	708,957	957,656	988,870	988,870
710103 Extra Help	158,617	0	11,022	11,022
	699			

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **LIBRARY
(09110)**
Function: **Library Services**
Activity: **Library Services**
Fund: **General**

	ACTUAL 2020-21	BOARD APPROVED 2022-23	DEPARTMENT REQUEST 2023-24	CAO RECOMMENDED 2023-24
SALARIES & EMPLOYEE BENEFITS (continued)				
710200 Retirement	326,270	399,040	408,865	408,865
710300 Health Insurance	129,011	303,360	283,610	283,610
710400 Workers' Compensation Insurance	29,312	33,094	27,575	27,575
TOTAL SALARIES & EMPLOYEE BENEFITS	1,352,167	1,693,150	1,719,942	1,719,942
SERVICES & SUPPLIES				
720300 Communications	12,290	13,000	13,000	13,000
720500 Household Expense	7,199	7,900	7,900	7,900
720600 Insurance	3,804	3,804	2,631	2,631
720800 Maintenance - Equipment	975	8,000	8,000	8,000
720900 Maintenance - Bldgs & Improv	147	0	0	0
721100 Memberships	142,046	134,767	167,557	167,557
721300 Office Expense	15,599	20,000	20,000	20,000
721600 Rents & Leases - Equipment	417	0	0	0
721900 Special Departmental Expense	282,036	314,145	282,143	282,143
722000 Transportation & Travel	1,339	5,000	5,000	5,000
722100 Utilities	102,682	116,071	116,071	116,071
TOTAL SERVICES & SUPPLIES	568,534	622,687	622,302	622,302
OTHER CHARGES				
730330 Rents & Leases - Equipment	15,000	16,000	16,000	16,000
740300 Equipment	12,355	0	0	0
TOTAL OTHER CHARGES	27,355	16,000	16,000	16,000
<u>TOTAL EXPENDITURES</u>	1,948,056	2,331,837	2,358,244	2,358,244
<u>NET COUNTY COST (EXP - REV)</u>	1,667,932	2,162,087	2,232,994	2,232,994

COMMENTS

The mission of Madera County Library is to strengthen communities by providing a place for everyone to connect, learn, and grow. MCL provides the public with valuable informational, cultural, and recreational resources countywide, such as books, magazines, music, reference materials, Chromebooks and hotspots, electronic media, and a range of support services. Services and resources are provided through five physical locations – the Main Library in Madera, and Branch Libraries in Oakhurst, Chowchilla, North Fork, and Madera Ranchos – and via mobile services on the Bookmobile.

ESTIMATED REVENUES

- 640300** **Rents & Concessions** (\$250) is recommended unchanged based on current year projections.
- 659000** **Other Government Agencies** (\$100,000) is recommended decreased \$50,000 due to uncertainty of continuation of City funds. Includes an expected First 5 Madera County funding award in the amount of \$100,000. \
- 662500** **Library Services** (\$11,000) is recommended increased \$1,000 based on current year projections.
- 662510** **Lost Book Collections** (\$1,500) is recommended increased \$500 based on current year projections.
- 662700** **Other Charges for Services** (\$9,500) is recommended increased \$4,000 based on current year projections.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$988,870) is recommended increased \$31,214 due to an increase in staffing costs and the addition of bilingual pay for qualifying positions (\$7,020).
- 710103** **Extra Help** (\$11,022) is recommended increased \$11,022 due to staffing costs fully covered by a grant from First 5 Madera County.
- 710200** **Retirement** (\$408,865) is recommended increased \$9,825 to reflect the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$283,610) is recommended based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$27,575) is recommended decreased by \$5,519 to reflect the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$13,000) is recommended unchanged for telecommunication costs as well as monthly cell phone costs for the County Librarian.
- 720500** **Household Expense** (\$7,900) is recommended unchanged for garbage pickup at Madera, Chowchilla, Ranchos, Oakhurst and North Fork branches.
- 720600** **Insurance** (\$2,631) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$8,000) is recommended unchanged for maintenance and service of the bookmobile plus continued maintenance of security devices and inspection of the elevators.
- 721100** **Memberships** (\$167,557) is recommended increased \$32,790 due to the affected of inflation on increased consortium fees. The total amount includes the County's membership in the San Joaquin Valley Library System, which includes a general membership fee (\$113,357); a TELCO Direct Charge (\$40,000); Cisco Smart-Net Headquarter fee (\$900); Fortnet HQ Annual Maintenance (\$3,000); and operational costs of mailing overdue notices, purchasing library cards, etc. drawn from the Tech Reserves Fund (\$10,000).
- 721300** **Office Expense** (\$20,000) is recommended unchanged and includes a wide variety of required collection processing materials, supplies for printers, five coin-operated copy machines, book repairs, and clerical supplies.
- 721900** **Special Departmental Expense** (\$282,143) is recommended decreased by \$32,002. Includes initiating a rotating technology replacement program across all five locations (\$30,000) in addition to continuing costs for material and supplies for all locations. Also includes grant funding from First 5 Madera County for the Raising a Reader program (\$89,000).

SERVICES & SUPPLIES (continued)

722000 **Transportation & Travel** (\$5,000) is recommended unchanged.

722100 **Utilities** (\$116,071) is recommended unchanged and includes utilities costs for five county library facilities.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$16,000) is recommended unchanged based on current year projections.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **LIBRARY
(09110)**
Function: **Education**
Activity: **Library Services**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
2127	Library Director	1.0	-	1.0	-	-	-	
3270	Librarian I or							
3271	Librarian II or							
4200	Librarian III	2.0	-	2.0	-	-	-	
3530	Library Assistant	12.0	-	12.0	-	-	-	
3530	Library Assistant or					-	-	
3270	Librarian I or					-	-	
3271	Librarian II or					-	-	
3272	Librarian III	1.0	-	1.0	-	-	-	
3531	Library Branch Assistant	4.0	-	4.0	-	-	-	
3350	Library Technician	1.0	-	1.0	-	-	-	
3532	Senior Library Branch Assistant	-	-	-	-	-	-	
3380	Desktop Support Technician I or					-	-	
3381	Desktop Support Technician II	1.0	-	1.0	-	-	-	
3684	Central Services Assistant	1.0	-	1.0	-	-	-	
TOTAL		24.0	-	24.0	-	-	-	

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: COOP. EXTENSION
 SERVICE (09200)
 Function: Other
 Activity: Ag. Education
 Fund: General

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
<u>ESTIMATED REVENUES:</u>				
<u>EXPENDITURES:</u>				
SERVICES & SUPPLIES				
720300 Communications	780	1,100	1,500	1,500
721400 Professional & Specialized Services	95,003	99,795	109,684	109,684
TOTAL SERVICES & SUPPLIES	95,783	100,895	111,184	111,184
<u>TOTAL EXPENDITURES</u>	<u>95,783</u>	<u>100,895</u>	<u>111,184</u>	<u>111,184</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>95,783</u>	<u>100,895</u>	<u>111,184</u>	<u>111,184</u>

COMMENTS

The University of California Cooperative Extension (UCCE) is the county-based research and educational program of the University of California, Division of Agriculture and Natural Resources and is a cooperating partnership between the County of Madera, the University of California and the United States Department of Agriculture.

The Mission of UCCE:

To serve California through the creation, development, extension and application of knowledge in agricultural, natural and human resources.

UCCE serves the local citizens of Madera through:

- Agriculture research and education to develop and improve agricultural practices.
 - Youth development programs to develop life skills, leadership and community service through (hands-on) education.
 - Nutrition education programs that help individuals and families to eat better, stretch their food dollars, handle food safely and improve health.
 - Extending information on sustainable landscape and gardening practices to the community.
- Our mission is accomplished through the education and research programs conducted by UCCE advisors and program leaders. The advisors and program leaders work with agricultural clientele, county residents, youth, families, and community agencies to provide science-based knowledge and solutions to local residents.

A major strength of the UCCE partnership is the ability to leverage internal and external resources to serve the residents of Madera County. For each dollar of County support, more than three additional dollars are leveraged from state, federal and private sources. Although the revenue from increased agricultural productivity resulting from the research and extension programs is difficult to measure in any given year, it is estimated that for \$1.00 invested in agricultural research and extension, there is a return of \$20 to the community.

Programs serving agriculture provide research-based answers to production challenges, assisting local growers and allied industry in the sustainable, economically viable, and safe production of their crops. Advisors serving Madera County cover 4-H Youth Development, Dairy, Horticulture, Livestock and Natural Resources, Sustainable Agricultural Lands, Orchard Crops, and Viticulture. We have a strong Master Gardener program serving the public of Madera County. The CalFresh Healthy Living, UC program provides support and resources to teachers in low-income Madera County Schools.

COMMENTS (continued)

Pursuant to a 2013 agreement with the University of California (UC), Madera County finances clerical staff, office supplies, facilities, and operating expenses for Cooperative Extension (CE). The Multi-County Partnership agreement also includes Fresno County and resources are provided to allow for delivery of the Cooperative Extension services there. UC is responsible for funding salaries and benefits for the academic staff and procuring grant funding for programmatic efforts. The total budget for Fiscal Year 21/22 was \$10,356,115; 7% of which was provided by the Counties and 93% by the University.

4-H Youth Development

In 4-H, youth discover and develop their potential to grow into competent, contributing, and caring citizens. Learn-by-doing activities, youth-adult partnerships, and research-based educational programs help members develop and enhance their leadership skills and build a wide range of life skills. Along with traditional community-based clubs and residential overnight camp programming, 4-H also works with local schools, parks and recreation departments, and the Madera County Fair on collaborative opportunities. Additionally, our 4-H Advisor and Program Representative continue to offer programs targeted to rural, low income, and minority populations to introduce them to the benefits of 4-H.

Dairy

The dairy extension program goal is to provide clientele with applied research and extension education programs across a spectrum of industry issues as they relate to the dairy production system strengthening the competitiveness of California dairy industry. This includes environmental stewardship, quality assurance, animal welfare, animal health, food safety and labor and production efficiency in order to assist dairy producers in making their operations compatible with current and future environmental concern and contribute to the success of their operations.

ENVIRONMENTAL HORTICULTURE AND MASTER GARDENER VOLUNTEERS

The mission of the Master Gardener program is to provide research-based information for gardening practices and technologies of home horticulture, integrated pest management (IPM), and environmental resource conservation. In 2022 we trained 4 new Master Gardener volunteers and in 2023 Madera Master Gardener have 7 new volunteers joining our program. Madera MG volunteers help with presentations at the Home & Garden show, zoom and in person presentation at Madera Library, local nurseries and at the Three Sisters Garden on the Madera College campus. On Madera campus we support in garden classes for Health Services, hands on training in the garden with Madera professors and their students. This will be the third year that we aid the Madera School district in collaboration with the Cal Fresh program. The collaborative partnership gained recognition of UCANR State Cal Fresh Program and was featured in one of their Town Halls.

COMMENTS (continued)

Madera County grounds crew has received support from the MG program in the Maintenance at the Oakhurst Library and North Fork library and Front planter beds at the UCANR office. It is all drought tolerance plants and California natives. Explore Valley Gardens was a collaborative partnership with gardens in the central valley. The Master Gardener program kicked off this new venture with Celebration National Public Garden week in May of 2022. The marketing firm is working with us again for 2023.

LIVESTOCK AND NATURAL RESOURCES

Livestock and natural resources research and extension assists local producers in maintaining livestock production, a key economic sector in Fresno and Madera Counties, while conserving and enhancing natural resources and ecosystem services on working landscapes.

The livestock and natural resources program connects to clientele through social media, quarterly newsletters, and webinars, workshops, and symposia. Recent topics include:

- Integrated crop-livestock systems
- Regulatory updates on rodenticide use in rangelands
- Small acreage weed management
- Economic impacts of meatpacker policy changes
- *Coming soon:* post-fire forest and rangeland management workshops

Annual forage production data are used by USDA Farm Service Agency to help determine drought impacts to local livestock operations. A new study with sites in Fresno and Madera Counties tests remote sensing to complement or replace physical forage sampling, to better detect drought and expedite compensation to ranchers in need.

A new blue oak monitoring project will document oak mortality and growth rates to empower landowners to manage for better oak survival on working landscapes.

COMMENTS (continued)

NUTRITION, FAMILY, AND CONSUMER SCIENCES

The CalFresh Healthy Living, University of California Cooperative Extension (CFHL, UCCE) serves Fresno and Madera counties using its research-based and science-informed education about food and nutrition, physical activity, policy, systems and environmental (PSE) changes, food safety, and food resource management education at no-cost, to improve the health and lives of CalFresh eligible individuals and families. In Madera County, CFHL, UCCE actively collaborates with Local Implementing Agency partner Madera County Department of Public Health Department to synergistically make an impact in the health and nutrition of our CalFresh Healthy Living participants. The Madera CFHL, UCCE program serves over 24 sites and partnerships which include but are not limited to the Madera Unified School District, Community Action Partnership Madera County, Dairy Council of California, the Madera County Department of Social Services Madera Career Club, Madera Housing Authority, and the City of Madera Parks and Community Services Department.

Every programmatic year, CFHL, UCCE nutrition educators provide direct and indirect nutrition and physical activity education focused classes, extender (teacher) trainings, food resource management education, and policy, systems, and environmental supports. Based on our program evaluation results, CFHL, UCCE reached a total of 206 individual adults and 4,869 youth with direct education and 1,942 youth, adults, and families at 3 sites through PSE (adoption and implementation) in Madera County. Youth and adult program participants reported improved knowledge and behaviors after participating in the CFHL, UCCE program- two crucial factors linked to lower obesity and chronic disease risks. Additionally, CFHL, UCCE Madera program evaluation suggests that 91% of teachers reported they agree or strongly agree that “students are more aware now of the connection between food and health” and “the importance of physical activity to good health, whereas 70% of adult participants reported they will use the “Nutrition Facts” on the food label to choose foods the next time they shop.

“Students looked forward to the lessons. It was the highlight of their week. The biggest change was in their eating. They were able to comment on foods that gave them fuel vs foods that were only good for the taste. They want to eat more fruits and vegetables... This has been an amazing experience for my class. Their emotional growth is evident and their desire to learn more about life science and healthy eating has really been vital in helping them view themselves as a whole being.” -Special Day Class Teacher

COMMENTS (continued)

ORCHARD CROPS

The Orchard Crops program encompasses research and extension activities to help Madera orchard growers, PCAs, and crop consultants improve their productivity and sustainability. Dr. Gordon’s extension program includes a podcast (Growing the Valley), a website (www.sjvtandv.com), annual meetings, as well as working with orchard decision makers individually through emails, phone calls, and more than 100 farm calls. In the spring of 2022, she held two commodity focused meetings, almond and pistachio; a field day exhibiting a long-term almond variety trial, and a fall meeting focused on improving irrigation management. Her research program includes an almond variety trial, where she manages one of three sites that are evaluating 30 different almond varieties. Several of these varieties are experimental and show great promise with high yields, low disease susceptibility, and are self-pollinating, which will simplify almond orchard management. An additional program that has recently been wrapped up has revealed that phosphorus fertilization in the first year of an almond tree’s life improve growth. Other ongoing projects are examining the effect of boron, salinity, and soil oxygen levels on pistachio performance; developing new methods to reduce insect infestation in dried figs; and investigating pistachio kernel quality.

SUSTAINABLE AGRICULTURAL LANDS PROGRAM

Cristina aided in drafting a \$500,000 Tulare County SALC Planning Project, which was approved (December 2022). She is working with Tulare County, Eastern Tule GSA, and newly emerging land trust, Tule Basin Land and Water Conservation Trust in preparing the project. She is seeking recommendations for ag land and hydrology consultants and advisory committee members with expertise in local land and water management.

In other Department of Conservation news, it seems that the newly established **Multi-benefit Land Repurposing Program (MLRP)** will continue to be funded in 2023. Currently there are two \$10 million block grants rolling out in the Central Valley, these include:

- County of Madera, with Co-applicants Merced/ Chowchilla RCD, Madera County Farm Bureau, Madera Ag Water Association & California Farmland Trust (Chowchilla Madera, Delta-Mendota Subbasin)
- State-side Support Team: Self-Help Enterprise & Environmental Defense Team California Water Team (\$2 million)

Cristina is tracking projects in the area to increase communication between SALC, MLRP and associated support. The completed **Regional SALC Planning Capacity Needs Assessment** (presented to Department of Conservation in October 2022) is available upon request. The presentation examines barriers and opportunities to sustainable agriculture and planning in the Central Valley region.

COMMENTS (continued)

VITICULTURE

Karl continues his work on rootstocks within the San Joaquin Valley. His work with new nematode-resistant rootstocks has identified nutrient uptake, canopy growth, water management, and yield differences between these rootstocks that will help growers better understand how to use these new rootstocks. Funding has been secured to identify differences in fruit quality between the different rootstocks. Funding to identify wine quality effects these nematode-resistant rootstocks have is currently being requested.

Karl, along with his colleagues in the Fresno office, established another rootstock trial at the University of California West Side Research and Extension Center (WSREC) near Five Points, CA in 2021. This trial will look at the interaction between rootstock, lower-quality irrigation water, and drought stress. This is an important trial to identify which rootstocks can handle less and lower quality irrigation water, while still returning yields that are profitable for local growers. Initial data collection is slated to begin during the 2023 growing season.

In addition, Karl continues to work on vineyard mechanization. With the cost of labor rising many tasks have been mechanized. This gives San Joaquin Valley growers an interesting opportunity as some of the tasks that have been mechanized were tasks that previously had been only used in higher-end wine production. Multiple mechanical management tools are now being trialed to see if they improve wine quality and pest management outcomes locally.

SERVICES AND SUPPLIES

Services and supplies are recommended based on the Multi-County Partnership Agreement.

720300 **Communications** (\$1,500) is recommended for telephone and fax costs as required under the Multi-County Partnership Agreement.

721400 **Professional and Specialized** (\$109,684) is recommended and reflects a \$9,889 increase in the contribution to the University of California Cooperative Extension through a Multi-County Partnership Agreement.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
Beginning Fund Balance	1,237,193	4,228,397	1,836,000	1,836,000
<u>ESTIMATED REVENUES:</u>				
662740 Charges for Mileage	2,485,373	3,472,226	4,664,000	4,664,000
OTHER INCOME				
640101 Interest	7,874	3,500	14,000	14,000
659000 Other - GOV Agencies	0	0	100,000	100,000
662741 Vehicle Maintenance Charges	409,225	307,632	360,000	360,000
673800 PY Cancel Warrants	30	0	0	0
673903 Miscellaneous Reimbursement	120,148	0	50,000	50,000
673908 Other Income	0	4,000	0	0
680103 Sale of Fixed Assets & Other Sales	83,793	45,000	75,000	75,000
680200 Operating Transfers In	3,805,934	0	0	0
680401 Miscellaneous & Other Services	0	1,000	1,000	1,000
TOTAL ESTIMATED REVENUES	6,912,376	3,833,358	5,264,000	5,264,000
<u>EXPENDITURES:</u>				
721930 Cost of Inventoried Material & Supplies Used	1,012,610	1,243,291	1,250,000	1,250,000
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	322,256	340,448	355,922	355,922
710200 Retirement	94,568	138,256	143,017	143,017
710300 Health Insurance	43,695	71,874	91,282	91,282
710400 Workers' Compensation	3,240	3,240	2,851	2,851
720200 Clothing & Personal Supplies	1,191	3,500	4,100	4,100
720300 Communications	2,508	3,000	3,480	3,480
720500 Household Expense	2,899	5,550	5,550	5,550
720600 Insurance Expense	415	415	789	789

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
OTHER OPERATING EXPENSES (continued)				
720605 Employer Share of Retiree Insurance	34,111	35,000	35,000	35,000
720800 Maintenance - Equipment	2,758	10,000	5,000	5,000
720900 Maintenance - Structures & Grounds	17,617	35,000	25,000	25,000
721000 Medical, Dental & Laboratory Supplies	0	100	0	0
721300 Office Expense	1,403	4,500	5,000	5,000
721400 Professional & Specialized Services	11,166	40,000	75,000	75,000
721600 Rents & Leases - Equipment	0	600	600	600
721800 Small Tools & Instruments	1,264	7,000	5,000	5,000
721900 Special Departmental Expense	382,822	450,000	400,000	400,000
722000 Transportation & Travel	552	6,000	6,000	6,000
722100 Utilities	18,461	20,000	25,000	25,000
730330 Principal (GASB 87)	714,259	1,251,831	1,830,635	1,830,635
730504 Interest (GASB 87)	15,538	41,973	42,433	42,433
731400 Intrafund Transfer - Cost Plan	94,394	121,780	121,780	121,780
TOTAL OPERATING EXPENSES	2,777,726	3,833,358	4,433,439	4,433,439
REVENUE OVER/(UNDER) (REV - EXP)	4,134,650	0	830,561	830,561
FIXED ASSETS				
740300 Equipment	1,096,434	3,930,158	0	0
TOTAL FIXED ASSETS	1,096,434	3,930,158	0	0
TOTAL EXPENDITURES	3,874,160	7,763,516	4,433,439	4,433,439
REVENUE OVER/(UNDER) (REV - EXP)	3,038,216	(3,930,158)	830,561	830,561

*Represents the estimated projected fund balance on June 30, 2023; the balance is subject to change due to expenses or revenues that may be accrued and may have not have yet been processed.

FLEET SERVICES

COMMENTS

The General Services Fleet Services (formerly Central Garage) is an Internal Service Fund (ISF) that operates as a preventative maintenance and automotive repair facility to establish better utilization of County vehicles. Fleet Services controls, maintains, and services all County vehicles, except the Road and Fire Department vehicles. The Administrative Office General Services Division provides administrative and fiscal review for this operation.

WORKLOAD

	<u>Actual</u> 2021-22	<u>Estimated</u> 2022-23	<u>Projected</u> 2023-24
Sedans	115	133	133
Sheriff Vehicles	89	164	165
Pickups, SUV's, Vans	134	139	159
Trucks	0	0	0
Total Vehicles	321	338	457

OTHER INCOME

662740 **Charges for Mileage** (\$4,664,000) is recommended increased \$1,191,774 representing the cost of the total miles traveled by the vehicles maintained by Fleet Services. It is recommended that the following Fleet Services mileage rates be approved for 2023-24:

Sedans	\$ 1.43 per mile	SO Patrol – w/o Equip	\$ 1.63 per mile
Pickups, Vans, SUVs	\$ 1.53 per mile	SO Detective PU – Equip	\$ 1.88 per mile
Pickups, Van, SUV's w/Equip.	\$ 1.84 per mile	SO Patrol SUV/ P/U – w/Equip.	\$ 2.05 per mile

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2023 is 58.5¢ per mile, and will be readjusted by the IRS on January 1, 2024.

*Sheriff's Unit mileage charges will vary from \$ 1.63 to \$ 2.05 per mile based on actual costs of units and equipment with an SRS (Safety Replacement Supplement) added for early replacement due to safety issues.

640101 **Interest** (\$14,000) is recommended, representing the revenue from reserve funds held in the Fleet Services (Central Garage) account.

FLEET SERVICES

OTHER INCOME (continued)

- 659000** **Other – Gov Agencies** (\$100,000) is recommended based on anticipated proceeds should the San Joaquin Valley Air Resources Board (SJVRB) grant be approved. The cost of the vehicles to be replaced with this grant are included in this budget but the actual purchase will not occur until the grant is approved.
- 662741** **Vehicle Maintenance Charges** (\$360,000) is increased \$52,368 representing maintenance charges to subvented Departments for the servicing and fuel use of their vehicles.
- 673903** **Miscellaneous Reimbursement** (\$50,000) is recommended for miscellaneous reimbursements from insurance claims and recoveries from damages done to County vehicles from outside sources.
- 680103** **Sale of Fixed Assets & Other Sales** (\$75,000) is a recommended increase of \$30,000 representing anticipated revenue from surplus equipment and vehicle auctions.
- 680401** **Miscellaneous & Other Services** (\$1,000) is recommended unchanged and represents revenue not covered in other accounts.

EXPENSES

- 721930** **Cost of Inventoried Materials & Supplies Used** (\$1,250,000) is a recommended increase \$6,709 due to current year projections for fuel prices.
- 710102** **Permanent Salaries** (\$355,922) is a recommended increase of \$15,474 based on current staffing levels and step increases.
- 710200** **Retirement** (\$143,017) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$91,282) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$2,851) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

FLEET SERVICES

EXPENSES (continued)

- 720200** **Clothing & Personal Supplies** (\$4,100) is recommended increased \$600 for protective clothing, masks, glasses, and uniform cost.
- 720300** **Communications** (\$3,480) is a recommended increase of \$480 based on current projections and the addition of services for (1) cell phone to be used by the Senior Automotive Technician.
- 720500** **Household Expense** (\$5,550) is recommended unchanged for rags, towels, degreasers, soaps, etc.
- 720600** **Insurance** (\$789) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720605** **Employer Share of Retiree Insurance** (\$35,000) is recommended for the Department's share of retirees' health insurance premiums.
- 720800** **Maintenance - Equipment** (\$5,000) is a recommended decrease of \$5,000 for maintaining equipment in the Fleet shop.
- 720900** **Maintenance - Structures & Grounds** (\$25,000) is a recommended decrease of \$10,000 for the maintenance of the Fleet Services Building and grounds.
- 721300** **Office Expense** (\$5,000) is recommended increased \$500 for costs of forms, parts manuals, copy costs, and general office supplies.
- 721400** **Professional & Specialized Services** (\$75,000) is a recommended increased \$35,000 based on current projections for automatic transmission work, major overhauls, radiator repair, towing services, and any work that cannot be performed by the Fleet Services staff. This account also provides for a designated Fuel Storage Tank License Inspector to test and inspect the County Fuel tanks as well as accounting services provided by the Auditor-Controller's Office that is more than what is collected through A-87.
- 721600** **Rents & Leases - Equipment** (\$600) is recommended unchanged for rental of equipment the shop does not have in inventory.

FLEET SERVICES

OTHER OPERATING EXPENSES (continued)

- 721800** **Small Tools & Instruments** (\$5,000) is a recommended decrease of \$2,000 for hand tools and test equipment used by the staff. Specialty tools to work on the hybrid (electric) vehicles, mats, and padded tools to avoid shock injuries.
- 721900** **Special Departmental Expense** (\$400,000) is a recommended decrease of \$50,000 for materials and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, accident repair, etc.). In addition to annual internet subscription for service manuals and to update mechanical equipment.
- 722000** **Transportation & Travel** (\$6,000) is recommended unchanged for incidental travel costs when the staff must go out-of-County to retrieve County vehicles and for increased employee training. New training will be need for all technicians in regard to the hybrid vehicles.
- 722100** **Utilities** (\$25,000) is recommended increased \$5,000 due to current annual projections.
- 731400** **Intrafund Transfer** (\$121,780) is recommended to reimburse the General Fund for all Purchasing, Human Resources, Administrative, and Auditor-Controller costs associated with this department through the A-87 Plan.

VEHICLE LEASE ACQUISITIONS

- 730330/504** **Principal/Interest (GASB 87)** (\$1,873,068) is recommended for the ongoing cost of leased vehicles. The estimated lease cost for new acquisitions proposed below is \$369,666.62. This is in addition to the annual lease payments for the existing annual vehicle replacement program with Bank of America and contract with Enterprise Rent A Car.

FLEET SERVICES

Department	Vehicles to be Replaced	Est. Mileage at Trade-in	New Allocation	Vehicle Replaced With	Estimated Annual Lease Cost (3 Year Lease)	Total Cost of Vehicle over The 3 Year Lease
Eng/Maint	New Vehicle		Y	4X4 3/4 Ton Util. P/U	\$ 21,666.66	\$ 65,000.00
Districts	2014 SUV #204	150,000	N	4X4 1 Ton Util. P/U	\$ 22,333.33	\$ 67,000.00
Districts	2013 Utility P/U #162	155,000	N	4X4 1 Ton Utility P/U	\$ 22,333.33	\$ 67,000.00
Districts	New Vehicle		Y	4X4 1 Ton Util P/U	\$ 22,333.33	\$ 67,000.00
Districts	New Vehicle		Y	4X4 1 Ton Util P/U	\$ 22,333.33	\$ 67,000.00
Parks & Grounds	2007 Ford F250 #166	161,000	N	4X4 3/4 Ton Util. P/U	\$ 21,666.66	\$ 65,000.00
DOC	2016 FD Trans Van #134	156,483	N	Prisoner Trans Van	\$ 20,666.66	\$ 62,000.00
DOC	2005 Crown Vic # 135	110,000	Y	Ford Exp SUV	\$ 19,000.00	\$ 57,000.00
Animal Control	2001 3/4 P/U W/ BX #115	170,000	N	3/4 Ton Util Truck w/an box	\$ 21,666.66	\$65,000.00
Probation	2010 Trans Van #122	155,000	N	Ford Patrol SUV	\$ 20,000.00	\$ 60,000.00
Sheriff	2015 Ford Expl #328	130,000	N	Ford Patrol SUV	\$ 30,000.00	\$ 90,000.00
Sheriff	2020 2020 Ford Exp #346	135,000	N	Ford Patrol SUV	\$ 30,000.00	\$ 90,000.00
Sheriff	2014 Ford Exp #349 CVL	139,000	N	Ford Patrol SUV	\$ 30,000.00	\$ 90,000.00
Sheriff	Trk Det #398	135,000	N	4X4 1/2 Ton Truck	\$ 17,833.33	\$ 53,500.00
Sheriff	Ford Exp PPU Det #379	145,000	N	4X4 1/2 Ton Truck	\$ 17,833.33	\$ 53,500.00
Sheriff - Homeless	Outreach New Vehicle		Y	4X4 1/2 Ton Patrol Trk	\$ 30,000.00	\$ 90,000.00
Total:					\$ 369,666.62	\$ 1,109,000.00

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2023-24**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3700	Fleet Services Manager	1.0	-	1.0	-	-	-	
3701	Automotive Technician	2.0	-	2.0	1.0	-	1.0	A
3812	Parts Assistant I or	-	-	-	-	-	-	
3810	Parts Assistant II	1.0	-	1.0	-	-	-	
3702	Senior Automotive Technician	1.0	-	1.0	-	-	-	
3636	Program Assistant I or	-	-	-	-	-	-	
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II	-	-	-	1.0	-	1.0	B
TOTAL		6.0	-	6.0	2.0	-	2.0	

NOTES:

- A** One (1) FTE unfunded Automotive Technician position is recommended due to larger fleet. It is recommended to have 1 mechanic per 100 vehicles. Currently have over 400 vehicles in the fleet and expecting more.
- B** One (1) FTE unfunded Automotive Technician position is recommended to assist with administrative tasks due to having a part time Fleet Services Manager.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2023-24

Department: MICROWAVE RADIO SERVICES
 (11300)
 Function: General
 Activity: Other General
 Fund: Microwave Radio Fund

	<u>ACTUAL</u> <u>2021-22</u>	<u>BOARD</u> <u>APPROVED</u> <u>2022-23</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2023-24</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2023-24</u>
BEGINNING FUND BALANCE	0	0	0	0
<u>ESTIMATED REVENUES:</u>				
640101 Interest on Cash	2,698	5,000	5,000	5,000
662742 Microwave Radio Service Charges	520,374	500,000	500,000	500,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>523,072</u>	<u>505,000</u>	<u>505,000</u>	<u>505,000</u>
<u>EXPENDITURES:</u>				
OPERATING EXPENSES				
720800 Maintenance - Equipment	30,871	132,727	139,982	139,982
721200 Misc Expense - Sales Tax	0	3,618	0	0
721400 Professional Specialized	11,149	0	0	0
721909 Misc Expense - Property Tax	0	2,105	0	0
730302 Retire Capital Lease (Equipment)	0	43,860	43,860	43,860
730330 Rents & Leases - Principal	285,625	247,571	259,806	259,806
730502 Interest Capital Leases	391	0	0	0
740300 Fixed Assets	0	0	708,202	708,202
731400 Interfund Expenses	20,000	20,000	20,000	20,000
<u>TOTAL OPERATING EXPENSES</u>	<u>348,036</u>	<u>449,881</u>	<u>1,171,850</u>	<u>1,171,850</u>
<u>TOTAL EXPENDITURES</u>	<u>348,036</u>	<u>449,881</u>	<u>1,171,850</u>	<u>1,171,850</u>
Income Over / (Under) Expenses	<u>175,035</u>	<u>55,119</u>	<u>(666,850)</u>	<u>(666,850)</u>
Carryover Restricted for Capital Replacement	175,035	55,119	0	0

MICROWAVE RADIO SERVICES

COMMENTS

In early Fiscal Year 2009-10, the County assumed full responsibility for operating and maintaining the Microwave Radio System. Approximately \$1 Million in new microwave radio equipment was acquired through a lease/purchase program and installed on existing tower locations that are leased from private owners. In Fiscal Year 2018-19, a Microwave Network Transformation project was completed. Madera County has contracted with Fresno County to maintain the radio system equipment as Fresno County owns and operates a large Microwave Radio System that utilizes some of the towers and equipment in Madera County. Madera County's Information Technology Department provides management of this function and budget.

The microwave Land Mobile Radio System (LMRS) service is used by several County Departments as a primary method of mobile communications throughout the County. The Departments currently using hand-held and/or vehicle-mounted radios include Sheriff, Fire, Probation, Corrections, Roads, and Animal Services. In addition, the microwave Multi-protocol Label Switching (MPLS) system is being leveraged to provide network data services to the County facilities in Chowchilla and Oakhurst.

Fiscal Year 2023-24

The next capital equipment replacement is scheduled for Fiscal Year 2023-24. The replacement is for end-of-life equipment, not included in the Microwave Network Transformation Project. To maximize the assets usable lifespan, the packet radios, antennas, feedhorns, transmission lines and associated equipment and services at the various sites will require replacing. Estimated cost of replacement and five-year Warranty/Maintenance is \$744,443 and will be funded through the Carryover Restricted for Capital Replacement.

As of June 30, 2022, the Cash Balance of Fund 0113, Microwave Radio Service was \$734,090. Of the Fund 0113 Cash Balance in Fund, \$666,172 is Carryover Restricted for Capital Replacement. The remaining funds necessary to complete the capital equipment replacement will be accumulated in Fiscal Year 2022-2023.

NOTE: This is not a General Fund Budget.

ESTIMATED REVENUES

640101 **Interest on Cash** (\$5,000) is recommended unchanged based on projected returns on the cash balance of the Microwave Radio Fund.

MICROWAVE RADIO SERVICES

ESTIMATED REVENUES (continued)

662742 **Microwave Radio Service Charges** (\$500,000) is recommended unchanged. This income will be used to pay for the actual cost of operating, maintaining the microwave radio system, and the Carryover Restricted for Capital Replacement to fund the capital equipment replacement.

OPERATING EXPENSES

720800 **Maintenance - Equipment** (\$139,982) is recommended increased \$7,255 for contracted maintenance services from Fresno County and maintenance agreements on equipment.

\$ 80,000	Fresno County- Support Contract
\$ 21,895	Contract # MCC No.10974-C-2017 Microwave Transformation Maintenance Agreement (Prepaid)
\$ 2,737	Contract # MCC No. 11130-18 Government Center connection to MPLS Network Maintenance Agreement (Prepaid)
\$ 9,238	Contract # MCC No. 11544-19 Maintenance Agreement 9500 MPR/TSM 8000 (Prepaid)
\$10,398	Contract # MCC No. 11222-18 - Microwave Switches Maintenance Agreement (Prepaid)
\$4,816	Alcatel/Lucent Maintenance Agreement (Prepaid)
\$1,050	Federal Communications Commission (FCC) License
\$2,600	Crown Castle
\$7,248	Microwave Equipment Replacement Maintenance Agreement

721200 **Miscellaneous Expenses – Sales Tax** (0) is recommended decreased \$3,618.

721400 **Professional & Specialized** (\$0) is recommended unchanged.

721909 **Miscellaneous Expenses – Property Tax** (\$0) is recommended decreased \$2,105.

730302 **Retire Capital Lease** (\$43,860) is recommended unchanged for the annual principal and interest payment for microwave radio equipment that is being acquired through a five-year lease/purchase agreement.

\$ 34,320	Lease Capital Equipment - Microwave Transformation Project - MCC No. 10974-C-2017
\$ 9,540	Lease Capital Equipment- Switches – MCC No. 11222-18

MICROWAVE RADIO SERVICES

OPERATING EXPENSES (continued)

730330 **Rents & Leases - Principal** (\$259,806) is recommended increased \$12,235 and includes the costs for leasing existing tower space from private landowners.

\$ 2,880 Mobile Communication, Inc. – Mt Buillon
\$ 256,926 Massetti/Crown Castle/ City of Madera

740300 **Fixed Assets** (\$708,202) is recommended increased \$708,202 to fund the Microwave Equipment Replacement Project

\$ 708,202 Microwave Equipment Replacement Project – Nokia

The replacement is for end-of-life Microwave equipment, not included in the Microwave Network Transformation Project. To maximize the assets usable lifespan, the packet radios, antennas, feedhorns, transmission lines and associated equipment and services at the various sites will require replacing.

Asset Tag Number: 30619
Age: 8 Years (Purchased 6/30/2015)

731400 **Interfund Expenses** (\$20,000) is recommended unchanged to appropriately assign labor expended from the Office of Information Technology to coordinate all microwave activities and upgrades.

Carryover Restricted for Capital Replacement of \$0 is recommended decreased \$55,119. Due to the Microwave Equipment Replacement scheduled for Fiscal Year 2023-2024, there are no expected unexpended/reserve funds this Fiscal Year.



DEPARTMENTAL ORGANIZATIONAL CHARTS

The Departmental Organizational Charts contained in this document reflect the 2023-24 Recommended staffing allocations, inclusive of funded and are shown by assignment within the functional areas or programs of the department. These charts are intended to only provide an overview of the department and its functions/ programs and how those areas are staffed.

For more information on funded and unfunded positions, please refer to the specific departmental position summary.

Note: Organizational charts are presented in alphabetical order by department.

Department of Agriculture

Agricultural Commissioner / Sealer of Weights & Measures

Deputy Agricultural Commissioner/Sealer of Weights & Measures: 3 FTE

Consumer Protection

Pesticide Use Enforcement

Staffing

Ag & Standards Inspector: 4 FTE

Program Assistant II: 1 FTE

Agricultural Services

Commodity Inspections & Shipments, Crop Report, Apiary

Staffing

Ag & Standards Inspector: 2 FTE

Admin. Analyst II: 1 FTE

Pest Detection/Exclusion

Insect Trapping, Plant Inspections

Staffing

Ag & Standards Inspector: 2 FTE

Weights and Measures

Device Inspections, Transaction surveillance

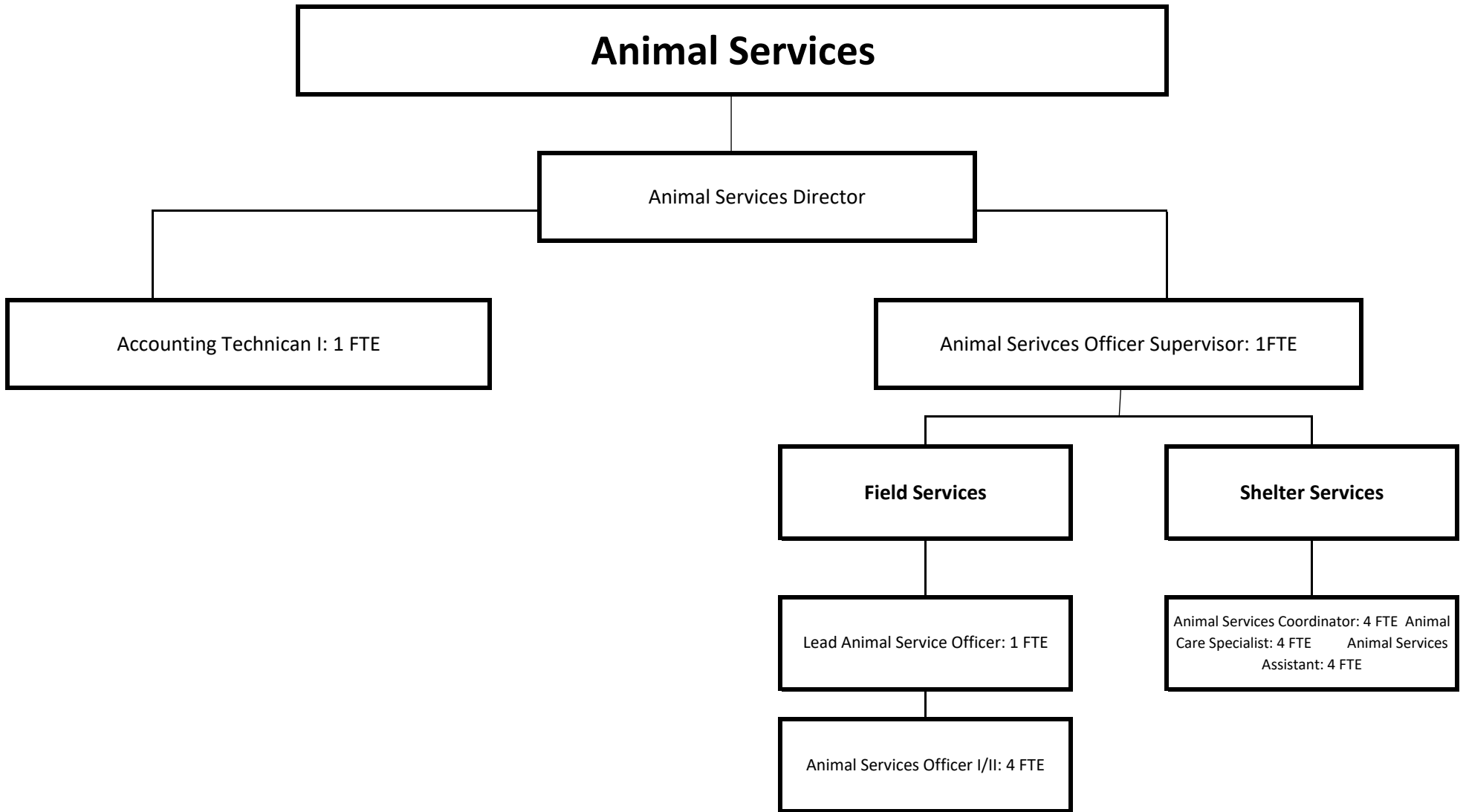
Staffing

Ag & Standards Inspector: 1 FTE

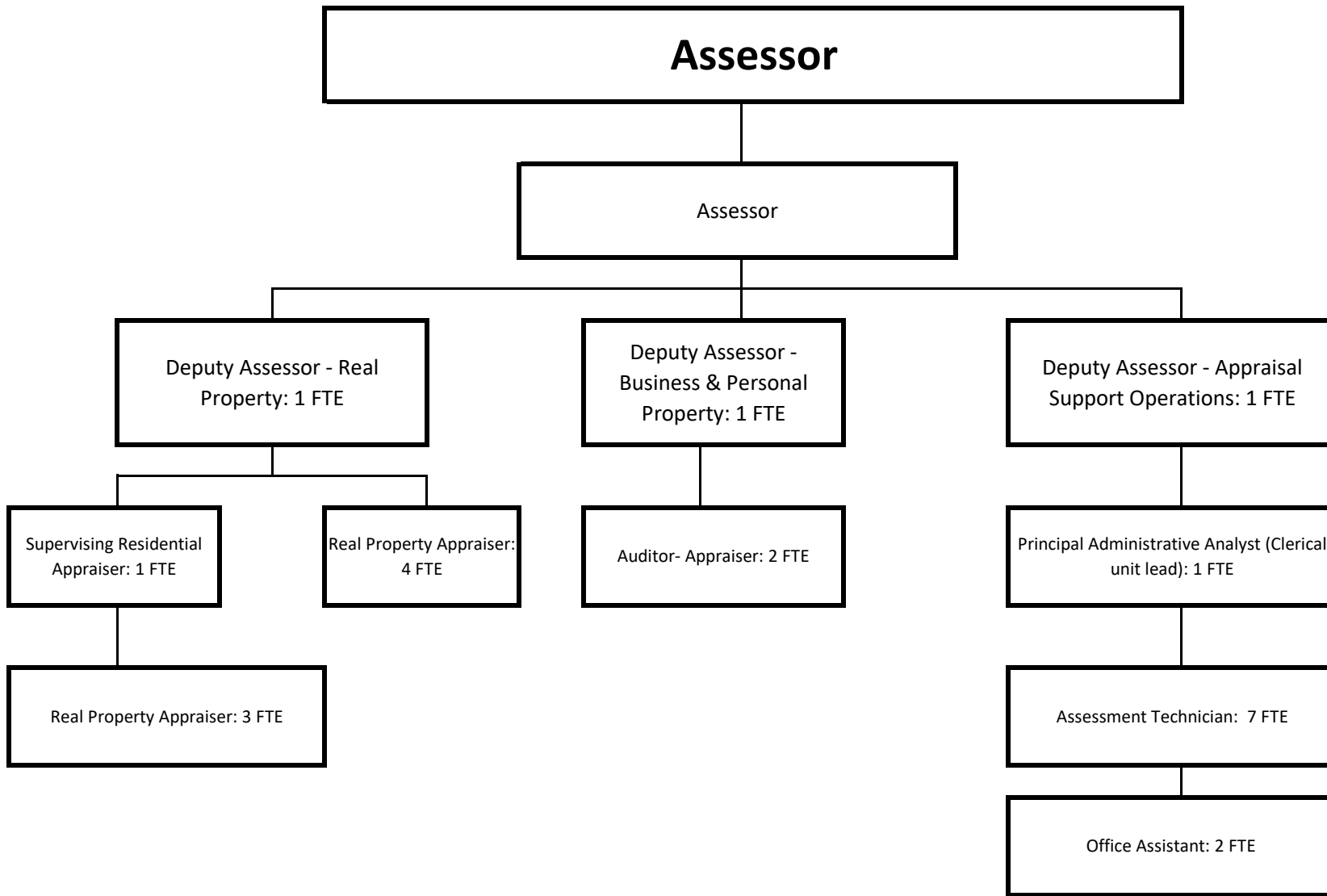
Ag Technician: 2 FTE

Program Assistant II: 1 FTE

Total FTE: 18.0



Total FTE: 20.0



Total FTE: 23.0

Auditor - Controller Department

Auditor Controller

Assistant Auditor - Controller

Chief Internal Auditor: 1 FTE

Chief Accountant-Auditor: 1FTE
Senior Administrative Analyst: 1 FTE

Chief Accountant-Auditor: 1 FTE

Chief Accountant-Auditor: 1 FTE

Chief Accountant-Auditor: 1 FTE

Chief Accountant-Auditor: 1 FTE

Internal Audits
Audit process and internal controls of all County departments, funds, Special Districts, contracts, etc.

Project Management
Conducts Business process reviews for the County and identifies inefficiencies. Coordinates project implementation and updates to outdated accounting processes.

Accounts Payable
Process and print a/p warrants, review contracts and purchase agreements, encumber contracts, manage ERP system projects.

Payroll Division
Calculate and prepare monthly payroll checks, calculate payroll variances and adjustments, prepare payroll tax returns, make payroll tax deposits, record and reconcile payroll related liabilities, adjust and review employee leave balances

Accounts Receivable/Revenue
Fiscal & Revenue, review and post journal entries, review and process revenue, prepare all allocations for property taxes along with reconciling the County ledgers, prepare and review state reports as required.

General Accounting
Review and post journal entries, reconcile ledgers and County bank account, post budget entries, compile special district financial statements and assist with County financial statements.

Financial Statement Preparation
Review/post year-end journal adjustment, prepare annual financial statements, reconcile outside bank accounts, prepare SEFA

Staffing
Accountant-Auditor II: 1 FTE

Staffing
Sr. Account Tech: 1 FTE
Account Clerk II: 3 FTE

Staffing
Sr. Admin Analyst: 1 FTE
Admin Analyst I/II: 1 FTE
Sr. Account Tech: 2 FTE

Staffing
Sr. Admin Analyst: 1 FTE
Accountant-Auditor I: 1FTE

Staffing
Sr. Account Auditor: 1 FTE
Accountant-Auditor II: 1 FTE
Accountant-Auditor I: 2 FTE
Sr Account Tech: 1 FTE

Total FTE: 25.0

BEHAVIORAL HEALTH SERVICES DEPARTMENT

Director of Behavioral Health Services 1.0 FTE

Exec Asst to Department Head 1.0 FTE

Medical Director 0.5 FTE
Nurse Practitioner 1.0 FTE
Registered Nurse I/II or LVN 4.0 FTE
PH Asst 4.0 FTE

Deputy Director - Operations 1.0 FTE

Administrative Assistant 1.0 FTE

Assistant Behavioral Health Services Director 1.0 FTE

Administrative Assistant 1.0 FTE

Fiscal Manager 1.0 FTE

Budget, Contracts Management, Purchasing, Accounts Payable, Accounts Receivable, Payroll, Personnel, IT Technical Support, Facilities Management, Transportation Services

BHS Division Manager 1.0 FTE

Quality Management, Regulatory Compliance, Data Management, Statistical Analysis/Outcomes, State Reviews, Clinical Audits, Program Performance, CalAIM Initiatives, Clinical Administrative Support

BHS Division Manager 1.0 FTE

Crisis Continuum Services, Access and Treatment Authorization Program, Mobile Crisis Services, Madera Region Behavioral Health Counseling Center

BHS Division Manager 1.0 FTE

Children System of Care, Partnership Programs, Oakhurst Region Behavioral Health Counseling Center

BHS Division Manager 1.0 FTE

Adult System of Care, Pine Recovery Center, Chowchilla Region Behavioral Health Counseling Center, MHSA

BHS Division Manager 1.0 FTE

Justice Involved Services, Substance Abuse Prevention and Treatment Services, Gambling Addiction

Program Manager 2.0 FTE
Principal Admin Analyst 2.0 FTE
Senior Admin Analyst 2.0 FTE
Business System Analyst 1.0 FTE
Admin Analyst I/II 3.0 FTE
Acct-Auditor I/II or Senior 1.0 FTE
Senior Acctg Tech 2.0 FTE
Accounting Tech I/II 4.0 FTE
Administrative Assistant 1.0 FTE
Senior Program Assist 2.0 FTE
Program Assist I/II 1.0 FTE
Central Services Worker 2.0 FTE

Program Manager 1.0 FTE
Admin Analyst 1/11 8.0 FTE
Administrative Assist I/II 2.0 FTE
Ofc Services Supv I/II 1.0 FTE
Program Assist I/II 6.0 FTE
Office Assist I/II 5.0 FTE
Sr Program Assist 2.0 FTE
Vocational Assist Driver 4.0 FTE

Supv MH Clinician 2.0 FTE
Program Manager 1.0 FTE
MH Caseworker I/II 5.0 FTE
Certified A&D Counselor 4.0 FTE
Licensed MH Clinician 3.0 FTE
Prelicensed MH Clinician 7.0 FTE
Mental Health Aide 2.0 FTE

Supv MH Clinician 3.0 FTE
Licensed MH Clinician 9.0 FTE
Pre-Licensed MH Clinician 6.0 FTE
Certified A&D Counselor 1.0 FTE
MH Caseworker I/II 7.0 FTE
Administrative Asst 2.0 FTE
Senior Program Assist 1.0 FTE
Office Assistant I/II 3.0 FTE
Mental Health Aide 1.0 FTE
Vocational Assist Driver 1.0 FTE

Supv MH Clinician 3.0 FTE
BH Program Supv 2.0 FTE
Senior MH Caseworker 4.0 FTE
Licensed MH Clinician 6.0 FTE
Prelicensed MH Clinician 10.0 FTE
Certified A&D Counselor 0.5 FTE
Health Educ Coord 1.0 FTE
MH Caseworker I/II 13.0 FTE
Senior Program Asst 1.0 FTE
Mental Health Aide 3.0 FTE
Vocational Asst Driver 2.0 FTE

Supv MH Clinician 1.0 FTE
Program Manager 1.0 FTE
Licensed MH Clinician 2.0 FTE
Prelicensed MH Clinician 8.0 FTE
Certified A&D Counselor 9.0 FTE
Comm Health&Well Asst 2.0 FTE
Health Educ Coord 3.0 FTE
MH Caseworker I/II 7.0 FTE
Mental Health Aide 3.0 FTE
Vocational Asst Driver 1.0 FTE

Total FTE: 215

**Board of Supervisors
5 Supervisorial Districts**

Chief Clerk of the Board

Performs duties specified in the California Government Code, County code and other statutory provisions referencing the duties of the COTB. Performs a variety of responsible and specialized administrative support services for the BOS, including but not limited to maintaining official records of actions and proceedings; Conflict of Interest Codes and State mandated Filing Officer for Statement of Economic Interest (Form 700), Madera County Code and BOS approved contracts; provide administrative support and clerk the Assessment Appeals Board (AAB), Remote Access Network and City Selection Committee; provide administrative support to BOS; assists other departments, entities and public with research and retrieval of information; prepares and monitors BOS budget; updates and maintains official rosters and/or administers Oath of Office of all Boards, Commissions and Committees; provides staff assistance as directed by BOS; organizes and participates in special ceremonies, conferences and events sponsored by the BOS; represents the BOS to the public, County departments, and outside agencies

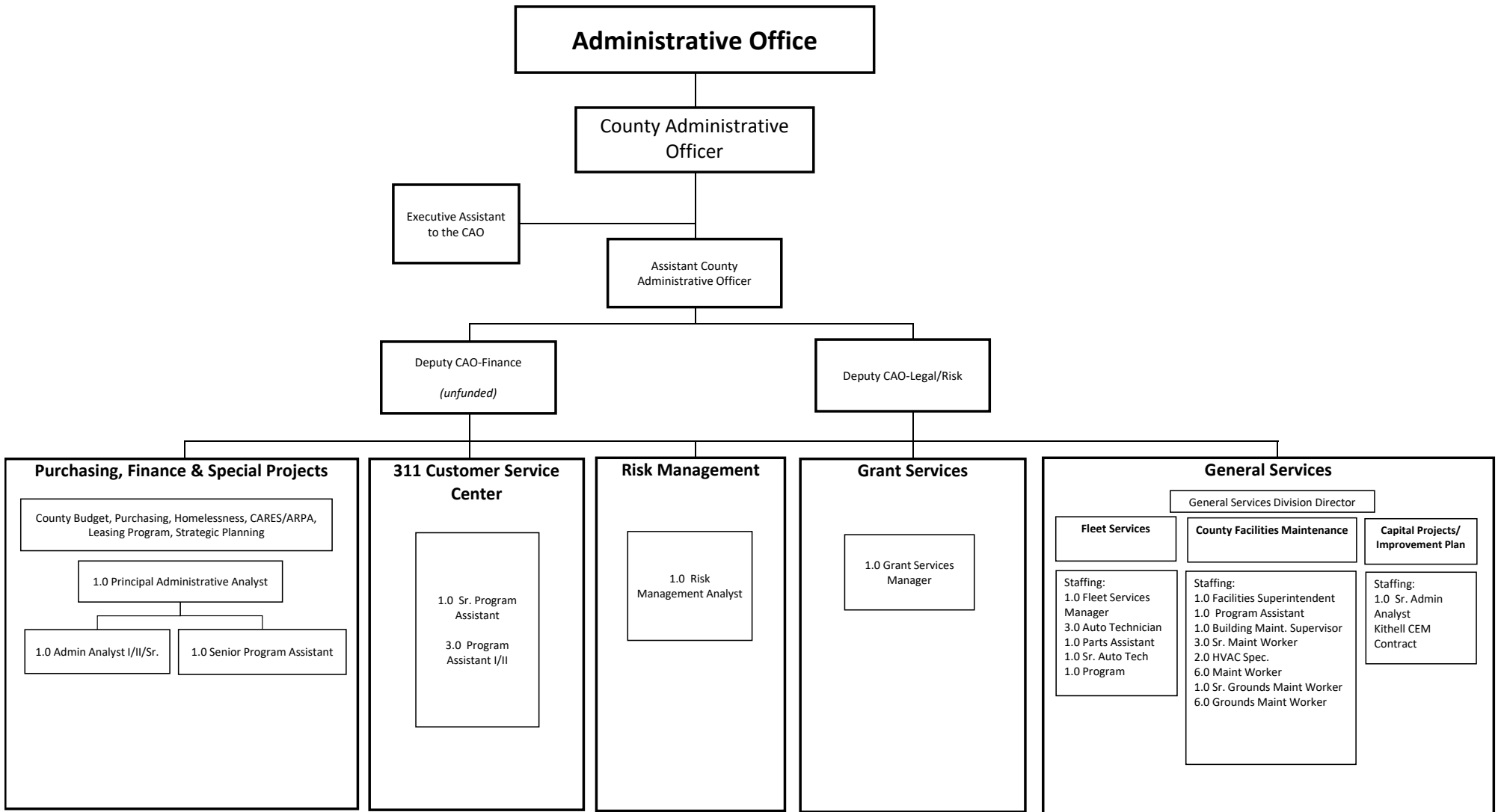
Staffing
Chief Clerk of the Board: 1 FTE
Assistant Clerk of the Board: 1 FTE
Deputy Clerk of the Board I/II: 2 FTE

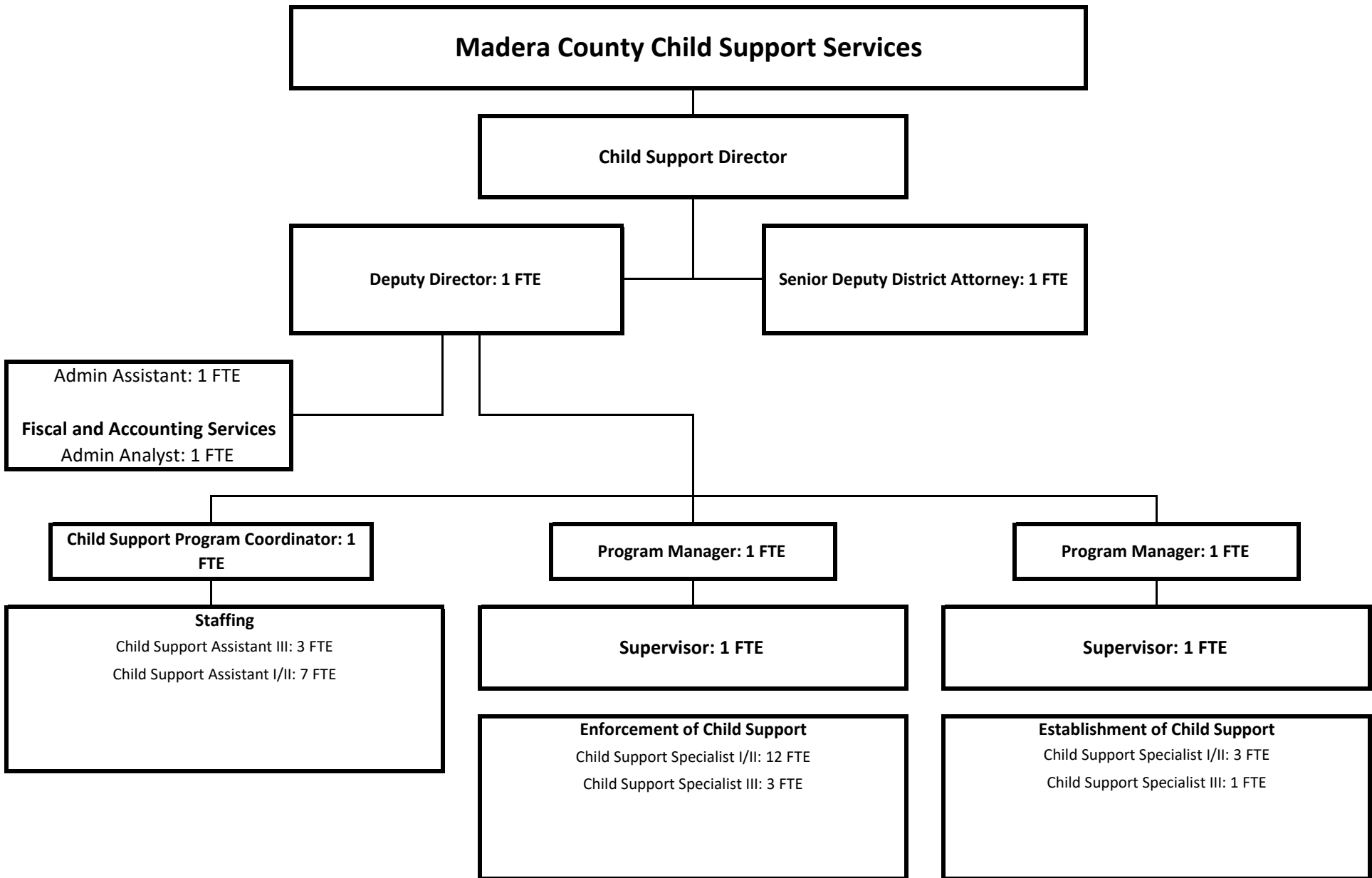
District Chiefs of Staff

Under direction of a member of the BOS, performs a wide variety of legislative and other specialized research and analysis, analyze problems, identify alternative solutions, project consequences of proposed actions and makes recommendations including, but not limited to proposed legislation, community interests and governmental problems. Serve as a liaison with member constituency, employees, the public and community groups, including but not limited to public speaking, press releases and social media. Organizes and participates in special ceremonies, conferences and events sponsored by the BOS; attends meetings, seminars or conferences and events as a representative of the BOS; represents the BOS to the public, County departments and outside agencies

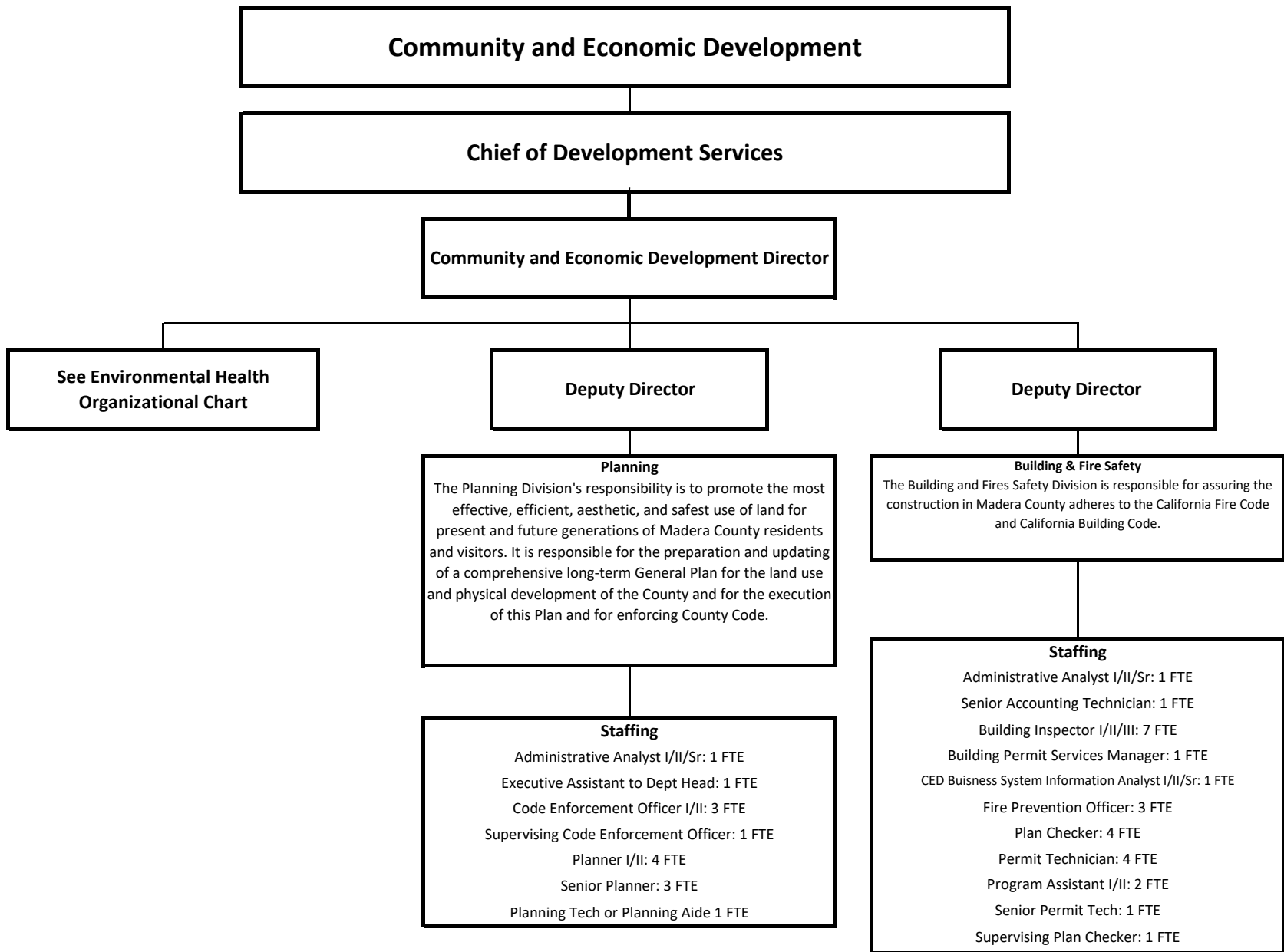
Staffing
District Chief's of Staff: 5 FTE

Total FTE: 14.0

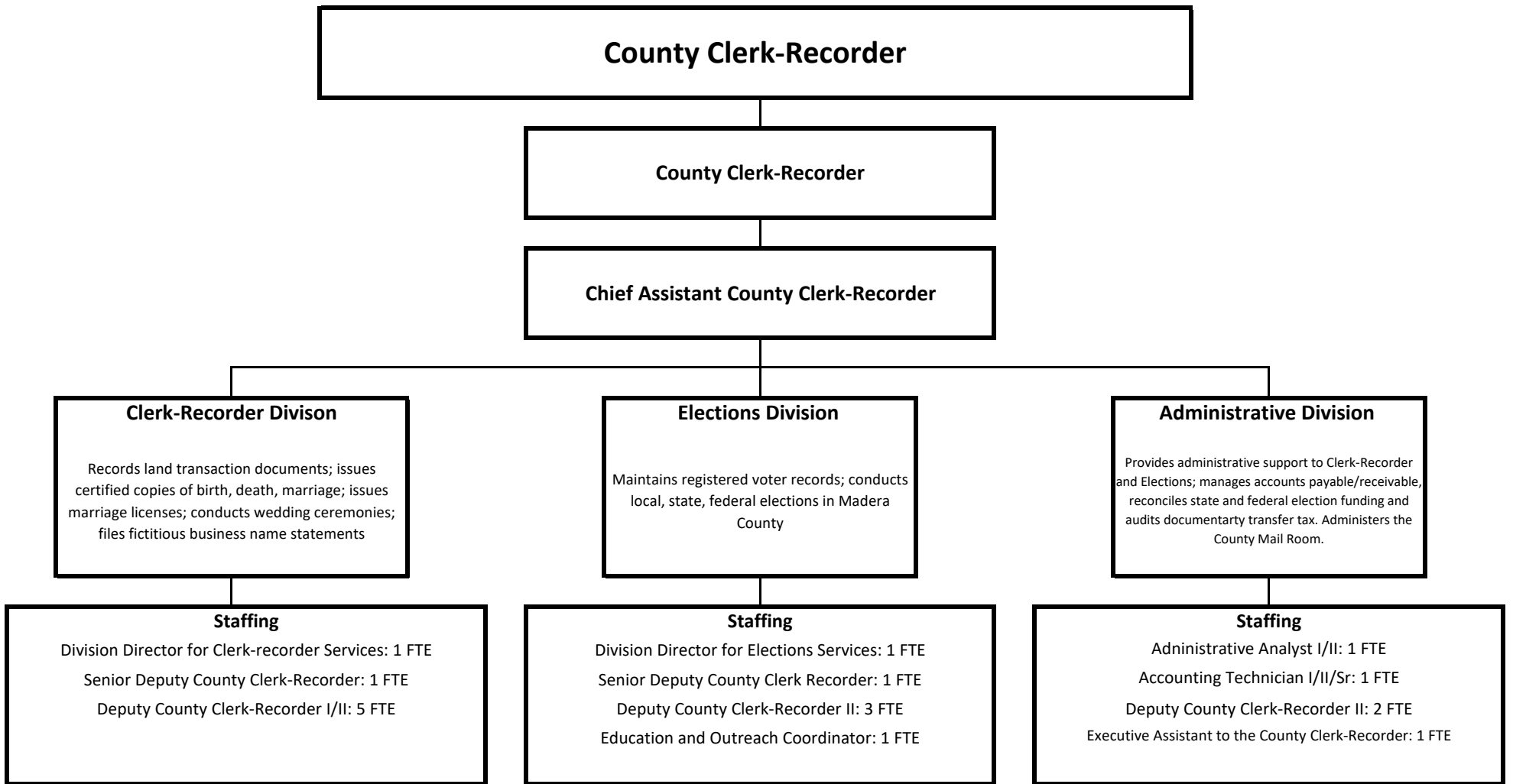




Total FTE: 39.0



Total FTE: 44.0



Total FTE: 20.0

Madera County District Attorney's Office

District Attorney

Executive Assistant to the District Attorney: 1 FTE

Assistant District Attorney

Criminal Investigations Chief: 1 FTE
Oversees Criminal Investigation Team

Special Assignment /Grant Prosecutors
Supervising Deputy DA: 1 FTE

General Crimes Prosecutors
Supervising Deputy DA:
Supervising Deputy DA: 1 FTE

Oversees Budget and Administrative Services:
Fiscal Manager: 1 FTE
Prin Admin Analyst: 1 FTE

Oversees Administrative Services
Prin Admin Analyst: 1 FTE

Staffing
Supervising DA Investigator: 1 FTE
DA Criminal Investigator: 8 FTE
Crime Analyst I/II: 2 FTE
Eligibility Worker: 1 FTE
Legal Secretary I/II: 1 FTE

Staffing
DAA I/II/III/Sr: 10 FTE
Victim Svc Specialist: 1 FTE

Staffing
DAA I/II/III/Sr: 10.0 FTE

Staffing
Legal Secretary II: 1 FTE
Business Sys Analyst: 1 FTE

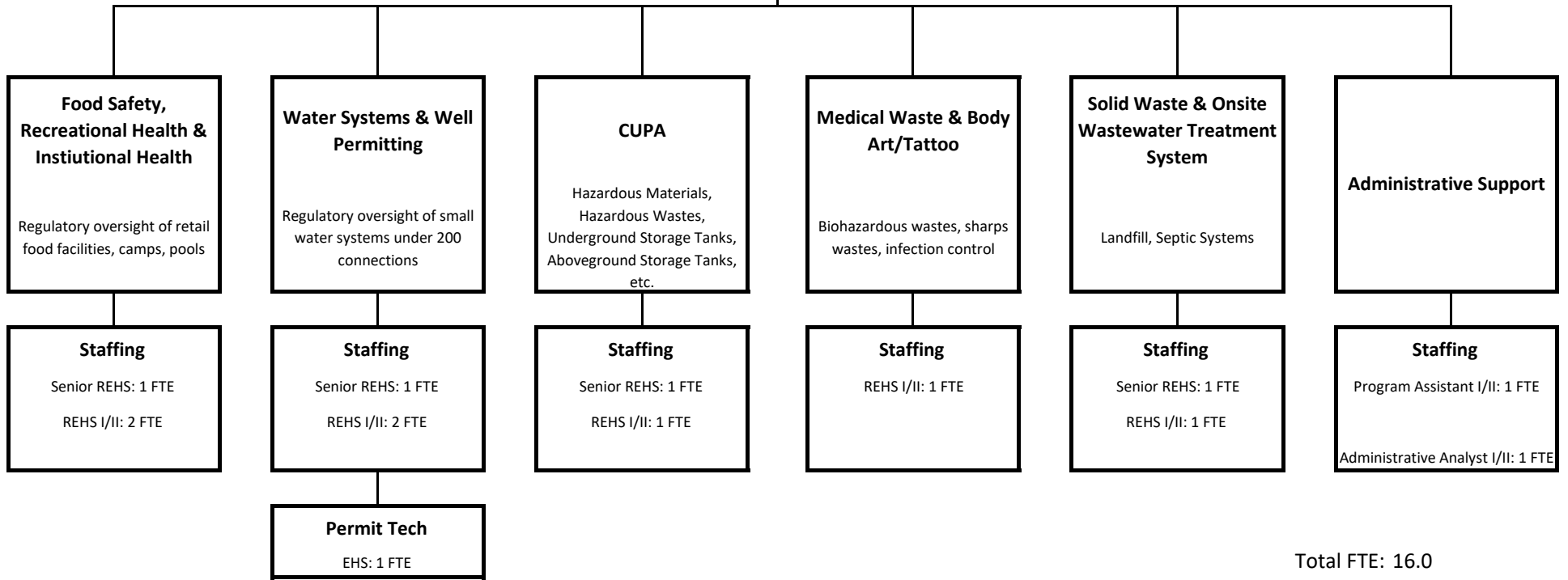
Staffing
Legal Secretary I/II: 9 FTE

Total FTE: 54

Environmental Health

CED Deputy Director, Environmental Health: 1 FTE

Supervising REHS: 1 FTE



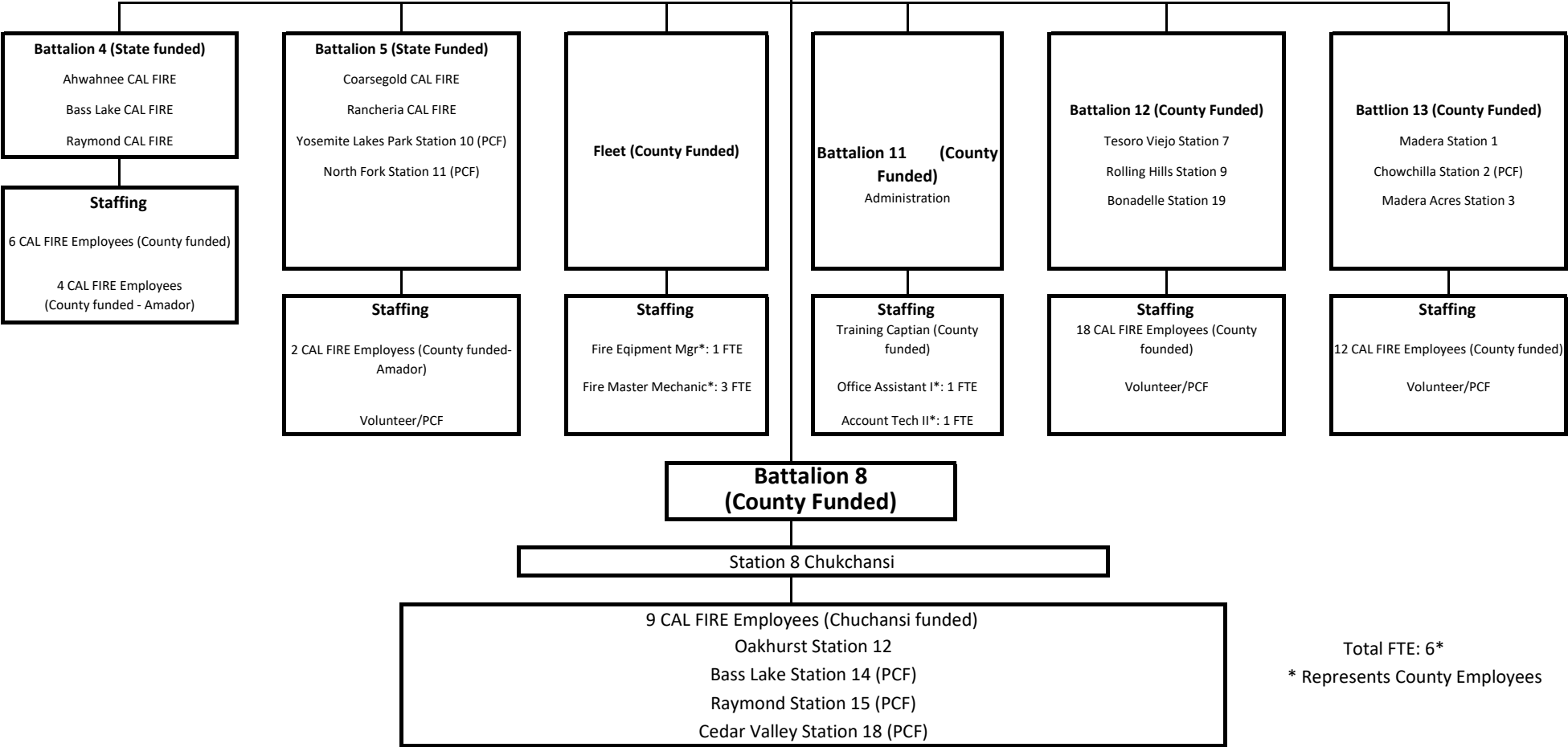
Total FTE: 16.0

Total FTE: 24.0

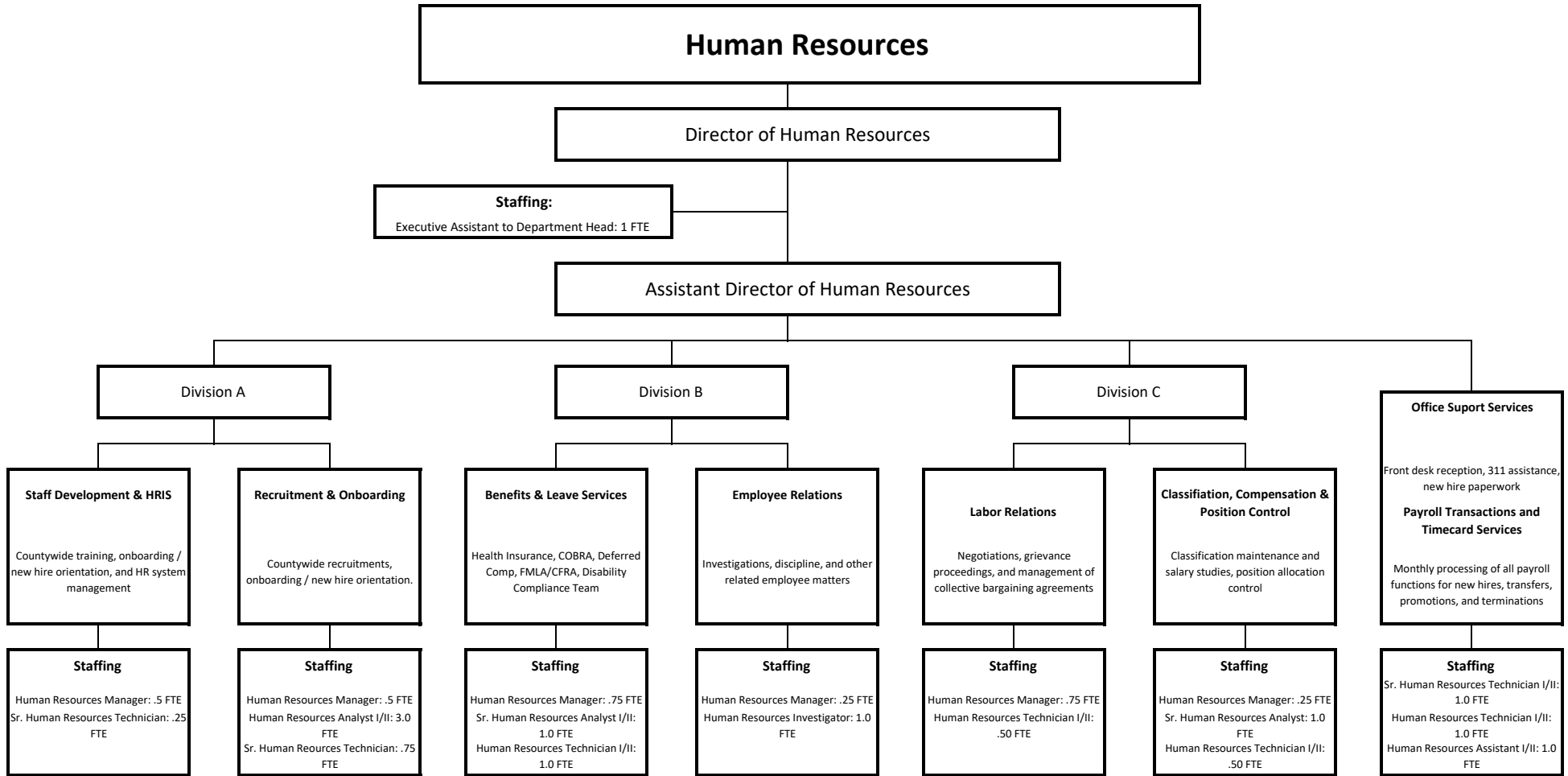
Fire Department

Fire Chief
(State Funded)

Assistant Chief
(State Funded)



Total FTE: 6*
* Represents County Employees



Total FTE: 18.0

Information Technology

Chief Information Officer: 1 FTE

GIS Manager: 1 FTE

Deputy Chief Information Officer - Client Services: 1 FTE
Deputy Chief Information Officer - Network & Security Services : 1 FTE

Staffing
Executive Assistant to the Department
Head: 1 FTE
Administrative Assistant: 1 FTE

**Network Services IT Division
Manager: 1 FTE**

**Application Services IT Division
Manager: 1 FTE**

**Customer Services IT Division
Manager: 1 FTE**

Network Security Services

Staffing

Sr. Network Engineer: 2 FTE
Sr. System Engineer: 1 FTE
System Engineer: 1 FTE
Network Engineer I/II: 4 FTE

Staffing

Sr. IT Systems Analyst: 1 FTE
IT Systems Analyst I/II: 3 FTE
Database Administrator: 1 FTE

Staffing

Sr. IT Systems Analyst: 2 FTE
IT Systems Analyst I/II: 3 FTE

Staffing

Sr. Network Security Engineer: 1 FTE
Network Security Engineer: 5 FTE

Total FTE: 33.0

Library

Library Director: 1 FTE

Administrative Assistant: 1 FTE

Library Technician: 1 FTE

Librarian I : 2 FTE

Desktop Technician: 1 FTE

Central Services Assistant: 1 FTE

Chowchilla Library

Madera Main Library

Madera Ranchos Library

North Fork Library

Oakhurst Library

Staffing
Library Branch Assistant: 1 FTE
Library Assistant: .75 FTE

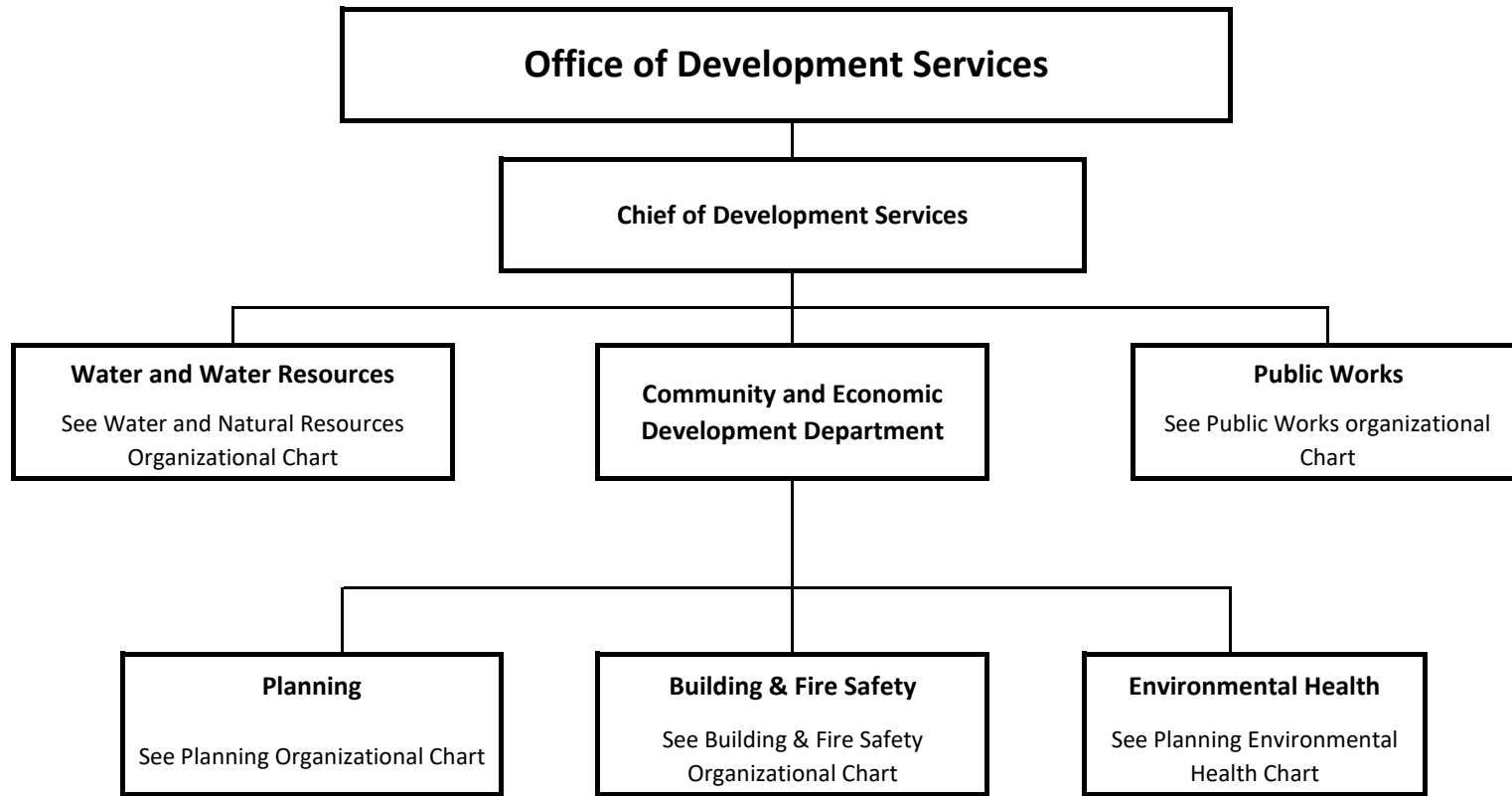
Staffing
Library Branch Assistant: 1 FTE
Library Assistant: 5.25 FTE

Staffing
Library Branch Assistant: 1 FTE
Library Assistant: 1 FTE

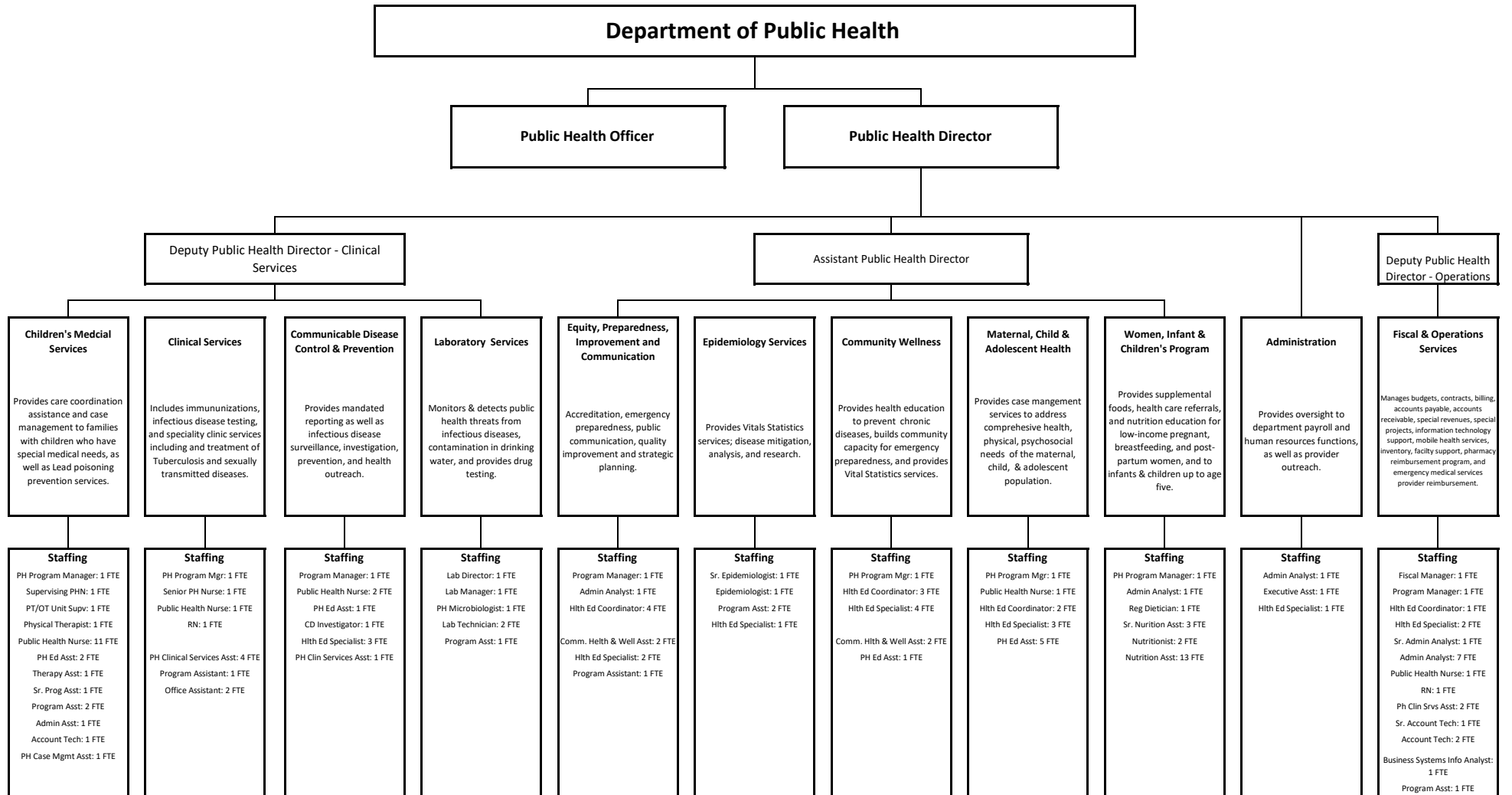
Staffing
Library Branch Assistant: 1 FTE
Library Assistant: .25 FTE

Staffing
Librarian: 1 FTE
Library Assistant: 4.75 FTE

Total FTE: 24.00



Total FTE: 200.0



Total FTE: 140.0

Probation Department

Chief Probation Officer: 1 FTE

Assistant Chief Probation Officer: 1 FTE

Adult Services Division
Field & Court Services including Pre-sentence Reports, Pre-Trial Services, Realignment/AB 109, Sex-Offenders, Drug Court, Prop 36, Diversion, DEJ, Transition Services Center

Juvenile Services Division
Field & Court Services including Adjudication & Detention Reports, Group Homes, BC Aftercare, JJCPA, YOBG, PPP, ART

Administration Division
Fiscal & Revenue, Payroll, Human Resources, Risk Management, Information Technology, Backgrounds, IA Training

Juvenile Detention Facility
Detention & Pre-Adjudication, Custodial Commitments, Correctional Academy, Transport, Community Services

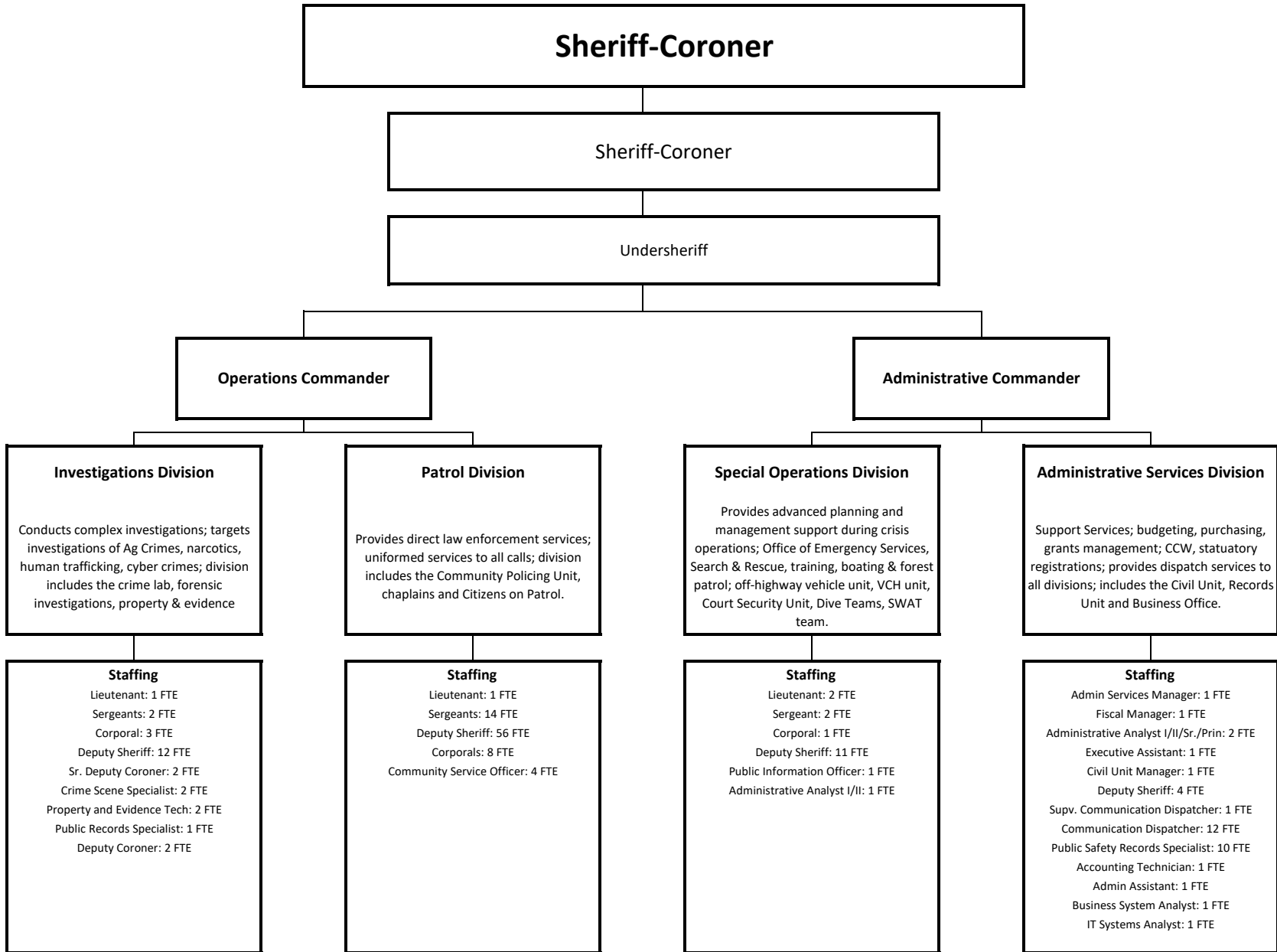
Staffing
Deputy Chief: 1 FTE
Supervising DPO: 3 FTE
Senior DPO: 6 FTE
DPO I/II: 33 FTE
Probation Technician: 1 FTE
Program Assistant I/II to Legal Secretary: 7 FTE
Senior Program Assistant to Public Safety
Records Specialist: 1 FTE
Probation Specialist: 2 FTE
Deputy District Attorney: 1 FTE
Crime Analyst: 1 FTE
Deputy Sheriff: 1 FTE
Sheriff's Corporal: 1 FTE
Mental Health Crisis Worker: 1 FTE
Prelicensed Mental Health Clinician: 1 FTE
TOTAL: 60 FTE

Staffing
Deputy Chief: 1 FTE
Supervising DPO: 2 FTE
Senior DPO: 1 FTE
DPO I/II: 10 FTE
Senior Program Assistant to Public Safety
Records Specialist: 1 FTE
Program Assistant I/II to Legal Secretary: 1 FTE
Probation Specialist: 1 FTE
TOTAL: 17 FTE

Staffing
Probation Manager: 1 FTE
Revenue Services Manager: 1 FTE
Principal Administrative Analyst: 1 FTE
Administrative Analyst: 1 FTE
Accounting Technician I/II/Senior: 1 FTE
Supervising DPO: 1 FTE
TOTAL: 7 FTE

Staffing
Deputy Chief: 1 FTE
Youth Correctional Lieutenant: 1 FTE
Youth Correctional Sergeant: 4 FTE
Youth Correctional Corporal: 6 FTE
Youth Correctional Officer I/II: 31 FTE
Administrative Analyst: 1 FTE
Program Assistant I/II to Legal Secretary: 1 FTE
TOTAL: 46 FTE

Total FTE: 132



Total FTE: 168.0

Sheriff's Office-Jail Division

Assistant Sheriff

Corrections Director

Sr. Admin Analyst: 1 FTE

Correctional Captain

Operations Lieutenant: 1 FTE

Administrative Lieutenant: 1 FTE

Operations
Provides oversight of the day-to-day operations of the County Jail, including: Inmate Population Management; Jail Services; and Special Operations Response Team

Transportation
Provides transportation services; Court Holding Security; and support to Jail Operations

Administration
Provides administrative services to the public; support to Jail Operations; DPPM update; Annual Training to sworn staff; Contract Backgrounds; and Facility Maintenance.

Support Services
Provides support for Jail operations, including: Records Management; AB 109; Inmate Programs; Community Service; Human Resources; and Accounting Services

Staffing
Correctional Sergeants: 5 FTE
Correctional Corporals: 10 FTE
Correctional Officer I/II: 74 FTE

Staffing
Correctional Sergeant: 1 FTE
Correctional Corporal: 1 FTE
Correctional Officer I/II: 8 FTE

Staffing
Correctional Sergeant: 1 FTE
Correctional Corporal: 1 FTE
Program Assistant I/II: 4 FTE
Building Maintenance: 1 FTE

Staffing
Correctional Sergeant: 1 FTE
Correctional Officer I/II: 1 FTE
Business Systems Analyst II: 1 FTE
Personnel Technician I/II: 1 FTE
Accounting Technician I/II: 1 FTE
Admin. Analyst: 2 FTE
Records Specialists I/II: 7 FTE
Sr. Program Assistant: 1 FTE

Total FTE: 126.0

Social Services

Director/Public Guardian/Conservator/Public Authority: 1 FTE

Deputy Director: 3 FTE

Clerical/Fiscal

Reception/Claims/Budgets
Payroll/Transportation/General Support

Protective Services

Protective Services
Child Protective Services, Adult Protective Services, Adoptions, Program Integrity

Eligibility Services

CalWORKs/CalFRESH/Medi-Cal/In Home Supportive Services/ Welfare to Work/ IEVS/ Appeals/ Program Integrity

County Counsel

Legal Services

Administrative Support Staff

MOUs/Contracts/ General Support to the Director and the Deputy Directors

Public Guardian

Public Conservator/ Public Administrator

Staffing

Staff Services Manager: 1 FTE
Senior Staff Manager: 1 FTE
Account Clerk I: 4 FTE
Account Clerk II: 4 FTE
Account Technician I: 6 FTE
Account Technician II: 1 FTE
Sr. Accounting Technician: 4 FTE
Office Assistant Supervisor I: 9 FTE
Office Assistant Supervisor II: 2 FTE
Office Assistant I: 14 FTE
Office Assistant II: 21 FTE
Office Assistant III: 12 FTE
Vocational Assistant: 5 FTE
Central Services Assistant: 1 FTE
Business Systems Analyst: 3 FTE

Staffing
Program Manager: 5 FTE
Secretary: 3 FTE
Program Assistant: 1 FTE
Social Worker Supervisor: 20 FTE
Social Worker I: 12 FTE
Social Worker II: 12 FTE
Social Worker III: 27 FTE
Social Worker IV: 28 FTE
Social Services Aide: 14 FTE

Staffing
Program Manager: 4 FTE
Secretary: 3 FTE
Employment Training Supervisor: 4 FTE
Employment Training Worker I: 10 FTE
Employment Training Worker II: 9 FTE
Employment Training Worker III: 7 FTE
Eligibility Supervisor: 17 FTE
Eligibility Worker I: 34 FTE
Eligibility Worker II: 29 FTE
Eligibility Worker III: 28 FTE

Staffing
Deputy County Counsel III: 2 FTE
Deputy County Counsel I: 1 FTE
Program Assistant: 1 FTE

Staffing
Administrative Analyst I: 9 FTE
Administrative Analyst II: 6 FTE
Sr. Administrative Analyst: 1 FTE
Administrative Assistant: 2 FTE
Executive Assistant: 1 FTE
Personnel Assistant: 3 FTE
Program Assistant I: 4 FTE
Program Assistant II: 2 FTE
Sr. Program Assistant: 1 FTE

Staffing
Chief Deputy Public Guardian: 1 FTE
Deputy Public Guardian: 2 FTE
Office Assistant: 1 FTE

Total FTE: 396.0

Treasurer-Tax Collector

Treasurer-Tax Collector

Assistant Treasurer - Tax Collector

Treasurer
Treasury Management & Cash Handling. Receives, safeguards, and reconciles all bank accounts. Funds all schools payroll and accounts payable as well as County payroll and commercial warrants. Manages the comingled investment pool, debt service payments, reviews any new legislation, receives and posts all cash receipts to general ledger.

Tax Collector
Bills and enforces the collection of County property taxes; secured, unsecured and supplemental. Bills, collects, and enforces hotel/motel occupancy tax and new business licenses and renewals. Administers & conducts annual defaulted tax sale of delinquent parcels. Assists taxpayers through direct communication; over the phone, at the tax counter, and online.

Staffing
Chief Deputy Tax Collector-Treasurer: .5 FTE
Executive Assistant: .5 FTE
Principal Administrative Analyst: 1 FTE
Administrative Analyst (I/II/Sr.): 1 FTE
Accountant Auditor I/II: 3 FTE
Sr. Accountant Auditor: 1 FTE
Supervising Accountant-Auditor: 1 FTE
Accounting Technician I/II/Sr: .25 FTE

Staffing
Chief Deputy Tax Collector-Treasurer: .5 FTE
Executive Assistant: .5 FTE
Administrative Analyst (I/II/Sr.): 1 FTE
Accountant Auditor I/II/Sr: 1 FTE
Sr. Property Tax Sales Assistant: 1 FTE
Accounting Technician I/II/Sr: 6.75 FTE

Total FTE: 21.0

Veterans Service Office

Veterans Service Officer

Department Responsibilities
Assist Veterans, their Spouses, Widow's, and Dependents with Federal, State & Local Benefits

Staffing
Veterans Service Representative: 2 FTE
Veteran Service Assistant: 1 FTE

Total FTE: 4.0

Water and Natural Resources

Director of Water & Natural Resources: 1 FTE

Deputy Director of Water & Natural Resources: 1 FTE

Groundwater Sustainability Agencies (GSAS)

Three groundwater sustainability agencies in the Madera, Chowchilla, and Delta-Mendota Subbasins managed as the Madera County GSA

Staffing

Water Resources Specialist II/III: 5 FTE

Administrative Analyst I/ II/Sr. : 3 FTE

Program Assistant I/ II/Sr.: 1 FTE

Madera County Flood Control and Water Conservation Agency (MCFCWCA)

Operation and maintenance of authorized flood control facilities, assisting with flood fight activities and other regulatory requirements

Staffing

GSA staff provides support for the MCFCWA

Natural Resources

Engagement with stakeholders on critical natural resources issues including forest and meadow health, watersheds, invasive plants and water conservation

Total FTE: 11